CITY OF MELROSE
MASSACHUSETTS

Annual Reports
1961

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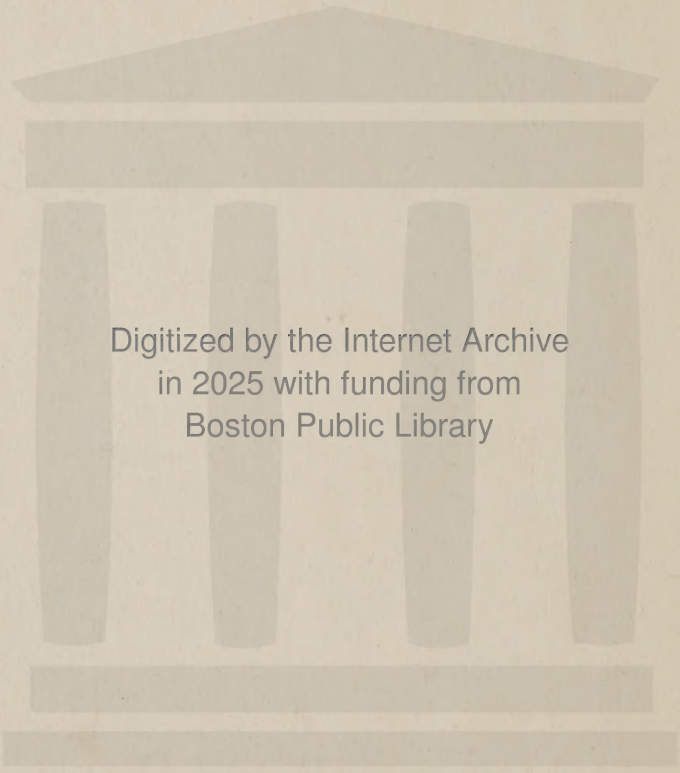
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CITY OF MELROSE

MASSACHUSETTS

Annual Reports

1961

PUBLISHED IN ACCORDANCE WITH ORDER
NO. 13928-A OF THE BOARD OF ALDERMEN
UNDER THE DIRECTION OF THE
CITY CLERK AND THE SPECIAL
COMMITTEE ON EDITING
THE CITY REPORT

GM
352

CONTENTS

Copy

Government of the City of Melrose 3
Aldermen, Board of 4
City Officers 5
Appeal, Board of 11
Assessors and Addendum 12
Board of Health 15
Sanitary Inspector (see Board of Health) 24
Inspector of Animals (see Board of Health) 27
Building Commissioner 28
Cemetery Department 30
City Auditor 34
City Clerk 54
City Treasurer and Collector 56
Fire Department 65
Law Department 70
Park Department 71
Personnel Board 86
Pine Banks Park 87
Planning Board 90
Police Department 92
Property Valuation Board 95
Public Library Trustees 96
Public Welfare 107
Public Works Department 113
Registrars of Voters 122
Retirement Board 125
School Department 135
Sealer of Weights and Measures 143
Veterans' Services Department 144
Wire Department 148
Workmen's Compensation 149

MELROSE PUBLIC LIBRARY
MELROSE, MASS.

GOVERNMENT OF THE CITY OF MELROSE

MAYOR

LAWRENCE W. LLOYD
169 Laurel Street

President of the Board of Aldermen

JOHN F. O'NEIL
271 West Wyoming Avenue

City Clerk

RAYMOND H. GREENLAW
5 Taylor Street

Aldermen-at-Large

Walter W. Bruce, 260 W. Wyoming Avenue
Francis H. Carr, Jr., 57 Maple Road
Paul S. Vaitses, Jr., 97 Larchmont Road
Gardner B. Wardwell, 15 Chestnut Street

Ward Aldermen

1. Vacant
2. David S. Hall, 66 Cranmore Lane
3. John F. O'Neil, 271 West Wyoming Avenue
4. Arthur E. Flint, 64 Stratford Road
5. Richard H. McIntosh, 86 Derby Road
6. John A. Lavender, Jr., 45 East Foster Street
7. Joseph G. Sawtelle, Jr., 15 Leah Street

STANDING COMMITTEES
of the
BOARD OF ALDERMEN
1961

Appropriations

Alderman Gardner B. Wardwell, Chairman
Aldermen Bruce, Vaitses, McIntosh, Lavender, Hall
Carr, Sawtelle, Flint

Finance

Alderman David S. Hall, Chairman
Aldermen Bruce, Vaitses, Lavender, Carr

Highways

Alderman John A. Lavender, Jr., Chairman
Aldermen Carr, Bruce, Vaitses, Hall

Legal and Legislative

Alderman Francis H. Carr, Jr., Chairman
Aldermen Lavender, Vaitses, Bruce, Hall

Education, Health and Public Welfare

Alderman Joseph G. Sawtelle, Jr., Chairman
Aldermen Wardwell, McIntosh, Flint

Protection and License

Alderman Richard H. McIntosh, Chairman
Aldermen Flint, Sawtelle, Wardwell

Public Service

Alderman Arthur E. Flint, Chairman
Alderman Wardwell, McIntosh, Sawtelle

Clerk of Committees

Robert S. Love 15 Sewall Woods Road

CITY OFFICERS AND OFFICE HOURS

Acting under the authority of Section one hundred and ten A of Chapter forty-one of the General Laws, inserted therein by Chapter two hundred and sixty-five of the Acts of nineteen hundred and forty-seven, the offices hereinafter named shall be open to the public for the transaction of business from 8 a.m. to 4:30 p.m. daily except Saturdays, Sundays, and legal holidays.

The offices of the city clerk, city collector, engineer and superintendent of public works, board of assessors, board of health, board of public welfare, city treasurer, city auditor, building commissioner and veterans' services.

Except during the months of July and August and on legal holidays, the aforesaid offices shall be open on the first and third Mondays of every month from 7 p.m. to 9 p.m. and on all other Monday evenings from 7 p.m. to 8 p.m. (Revised Ordinances, Chapter 2, Section 2-3.)

CITY OFFICERS
BOARD OF APPEAL

W. Jarvis Lowe, Chairman	Term expires 1962
Harry M. Brettell	Holdover
Melvin R. Jenney	Term expires 1962
S. Francis Kimberley	Holdover
E. Franklin Reed	Term expires 1964

Edwin H. King, Clerk

ASSESSORS

Lewis C. Hennigar, Chairman	Term expires 1964
Frank B. McLaughlin	Term expires 1962
Norman D. MacDonald	Term expires Dec. 12, 1962

Lawrence E. Lovejoy, Executive Secretary and Director of Assessments

BUILDING DEPARTMENT

Building Commissioner
Francis A. Zins

Plumbing and Gas Inspector
Everett G. Dow

CEMETERY COMMITTEE

Joseph Casey, Chairman
Arthur D. King — A. Ernest Walters
Howard O. Milton, Superintendent

CITY AUDITOR

Arthur M. Goddard

CITY CLERK DEPARTMENT

City Clerk
Raymond H. Greenlaw

Assistant City Clerk
Paul J. Barter

CITY PHYSICIAN

Vacant

CITY SOLICITOR

Thomas J. McArdle

CITY TREASURER AND COLLECTOR

Stanley G. Bunker

CIVIL DEFENSE DEPARTMENT

Robert R. Wilson, Director

CONSTABLES

Robert A. Lloyd
George D. MacWilliams (Died April 17, 1961)
Guy A. Storer

CONTRIBUTORY RETIREMENT BOARD

Arthur M. Goddard, Chairman	Statutory
Robert L. Hutchinson	Term expires 1964
Walter Jones	Term expires 1962

DOG OFFICER

Dr. I. Lawrence Halpert

ENGINEER AND SUPERINTENDENT OF PUBLIC WORKS

Glen S. Weeks
(Retired April 30, 1961)
George R. Winters

FENCE VIEWERS

Clyde O. Bailey — Robert R. Wilson

FIRE DEPARTMENT

Chief

Sidney C. Field

Deputy Chief

Office Vacant

Fire Warden

Sidney C. Field

HEALTH DEPARTMENT

Board of Health

Dr. John G. Goulding, Chairman	Term expires 1963
Lawrence E. Simpson	Term expires 1964
Paul E. Troy	Term expires 1962

Helen F. Adams, Agent

Sanitary Inspector

John J. Devine

Schools Physicians

Dr. John S. Graf
Dr. Thomas M. Hearne
Dr. George R. Murphy

INSPECTOR OF ANIMALS AND SLAUGHTERING

Cornelius Thibeault, D.V.S.

INSPECTOR OF WIRES

Stanley A. Riggs

MAYOR'S SECRETARY

Blanche E. Nickerson

TRUSTEES OF MEMORIAL BUILDING

Dr. Harold L. Margeson, Chairman	Term expires 1962
Joseph T. Cefalo	Term expires 1964
Leslie B. Ellis	Term expires 1963
Arvid F. Moberger	Term expires 1963
Errol H. Twitchell	Term expires 1964

Blanche E. Nickerson, Secretary

PARK COMMISSION

Harold W. Poole, Chairman	Term expires 1965
John T. Brady	Holdover
John H. Kelly	Term expires 1963
Edgar A. Perry	Term expires 1962
Kenneth G. Swindell	Term expires 1964

Francis J. Meehan, Superintendent
Elburt P. Fletcher, Recreation Director

PERSONNEL BOARD

Nicholas P. Flynn, Chairman	Term expires 1962
Alden M. Perkins, Clerk	Term expires 1962
Kenneth I. Faulkner	Term expires 1964
Paul A. Peters	Term expires 1963
Albert A. Vogt, Jr.	Holdover

E. Gertrude Gilbert, Secretary

TRUSTEES OF PINE BANKS PARK

Parker Converse, President
Eaton H. Perkins, Vice-President
Charles F. Kezer, Secretary
Dana F. Batting, Treasurer
Allen Stevens
John P. Donnelly (Mayor of Malden)
Lawrence W. Lloyd (Mayor of Melrose)
George F. Cray, Superintendent

PLANNING BOARD

Robert S. Clark, Chairman	Term expires 1964
John H. Lane, Vice Chairman	Term expires 1965
Claude L. Hanley, Clerk	Term expires 1966
Merion E. Hartzell	Term expires 1963
Paul H. Messer	Term expires 1965
George W. Newhall	Term expires 1962
Daniel F. Tully	Term expires 1963
Anna T. Wuest	Term expires 1964
Donald L. Conn	Term expires 1966

PROPERTY VALUATION BOARD

Stanley G. Bunker, Chairman
Francis A. Zins, Clerk
Norman D. MacDonald

TRUSTEES OF PUBLIC LIBRARY

William L. Carney, Chairman	Term expires 1964
Ernest F. Perkins, Jr.	Term expires 1963
Elizabeth C. Hayes	Term expires 1962
Edwin W. Lundquist	Term expires 1962
Elisabeth M. Perkins	Term expires 1964
Howard B. Wilder	Term expires 1963

Helen Anderson, Librarian

BOARD OF PUBLIC WELFARE

William J. Neely, Chairman	Term expires 1963
Woodbury L. Cogswell	Term expires 1962
Gertrude M. Curtin	Term expires 1964
Charles F. Kezer	Term expires 1964
Carol F. Offenbach	Term expires 1963

Mary J. Melville, Agent

MELROSE REDEVELOPMENT AUTHORITY

Jay J. Martin, Jr., Chairman	Term expires 1963
Ray C. Young, Clerk	Term expires 1964
Herbert R. Corey	Term expires 1962
Christopher J. McCarthy	Term expires 1966
James E. Milano	Term expires 1965

REGISTRARS OF VOTERS
BOARD MEMBERS

Edward J. Murphy, Chairman	Term expires 1962
John F. Flynn	Term expires 1964
Paul H. Provandie, II	Term expires 1963
Raymond H. Greenlaw, Clerk	Ex-officio

ASSISTANT REGISTRARS OF VOTERS

Shirley E. Barter
Vivian R. Denning
Helena E. Dolaher
Mary E. Galvin
Margaret M. Garvey
Shirley M. Gove
Bertha Hanley
Josephine T. Healey
George W. Jepson, Jr.
Ora E. Lovejoy
Doris M. Macy
Mary A. McHatton
Mary M. McSweeney
Grace F. Mitchell
Frances M. O'Connell
Marjorie M. Washburn

SCHOOL DEPARTMENT

School Committee Members

Ronald H. Winde, Jr., Chairman	Term expires 1964
Don G. Allen	Term expires 1964
Wilbur H. Burnham, Jr.	Term expires 1964
Ann D. Carter	Term expires 1962
Joel M. Johnson, Jr.	Term expires 1964
Roger C. Pierce	Term expires 1964
Howard R. True	(Resigned Nov. 28, 1961)
B. Natalie Urban	Term expires 1962
Randall E. Webber	Term expires 1962

Superintendent of Schools

Harold T. Rand

SEALER OF WEIGHTS AND MEASURES

Oscar D. Knight
Ralph E. Laffoley (Acting)

VETERANS' SERVICES

Veteran's Agent

Robert J. Mulrenan

Inspector of Veterans' Graves

Henry F. Weiler

Advisory Board for Veterans' Services

Frank C. Gardner
Richard H. McIntosh
Harold W. Poole

WORKMEN'S COMPENSATION AGENT

Charles A. Woodman

REPORT OF BOARD OF APPEAL

To His Honor, the Mayor, and the
Honorable Board of Aldermen
City of Melrose, Mass.

Gentlemen:

The Board of Appeal submits, herewith, its annual report for the year 1961.

The annual organization meeting of the Board was held on January 18, 1961, at which time W. Jarvis Lowe was re-elected chairman of the Board for his fifth term, and Edwin H. King was re-elected secretary for the ensuing year. Other members of the board are Frank S. Kimberley, architect; Melvin S. Jenney, attorney; Harry Brettell, builder; and E. Franklin Reed, Boston & Maine Railroad Vice-President.

The Board heard twenty-one cases during the year. Of this number 15 were granted, falling into the following categories:

(a) Business variances	4
(b) Apartment variances	4
(c) Extension of non-conforming use	5
(d) Lot restriction variances	2
Total	15

A summary of the cases heard and decisions rendered follows:

Appeals granted	15
Appeals denied	5
Appeals withdrawn	1
Total	21

Respectfully submitted,

BOARD OF APPEAL

By Edwin H. King
Secretary

REPORT OF BOARD OF ASSESSORS

To His Honor, the Mayor and
The Honorable Board of Aldermen

Gentlemen:

The Board of Assessors respectfully submits the following report of the Assessing Department for the year ending December 31, 1961:

Taxable Valuation of the City:

Real Estate	$ 49,537,900.00	
Personal Property	3,791,900.00	
Total		$ 53,329,800.00

Tax Rate $ 71.40 per $ 1,000.00

BUDGET

City Appropriations

To be included in the Tax Levy	$ 4,944,419.23	
From Available Funds	296,372.68	
Total Appropriations		$ 5,240,791.91

State Assessments - 1961 Estimates		
State Audit of Municipal Accounts	$ 7,121.70	
State Examination of Retirement System	1,595.95	
Smoke Inspection Service	1,022.90	
Metropolitan Parks	59,048.08	
Metropolitan Sewerage	71,492.06	
Metropolitan Water	59,897.76	
Total 1961 State Estimates		200,178.45
County Assessments - 1961 Estimates		
County Tax	$ 194,394.38	
Tuberculosis Hospital	41,685.23	
Total 1961 County Estimates		236,079.61
County Tax - 1961 Underestimate		11,642.06
Court Judgments		2,973.68
Contributory Retirement		80,782.50
Overlay Deficit - 1957		4.00
Overlay Deficit - 1958		24.00
Overlay Deficit - 1959		686.09
Overlay Deficit - 1960		3,772.28
1961 Overlay		98,556.38
TOTAL - ALL APPROPRIATIONS AND ASSESSMENTS		$ 5,875,490.96

RECAPITULATION OF 1961 TAX RATE

LESS DEDUCTIONS

Estimated Receipts - City - 1961		
Motor Vehicle & Trailer Excise	$ 421,335.01	
Licenses	7,186.00	
Fines	1,401.25	
Special Assessments	44,124.93	
General Government	14,151.21	
Protection of Persons & Property	4,246.36	
Health & Sanitation	12,777.14	
Highways	3,456.07	
Charities	35,096.50	
Old Age Assistance	208,329.77	
Veterans Services	14,566.46	
Schools	40,523.38	
Libraries	4.00	
Recreation	3,361.70	
Public Service Enterprises	246,141.48	
Cemeteries	17,413.88	
Interest	40,306.92	
State Assistance for School Construction	32,532.49	
Farm Animal Excise	12.14	
TOTAL - 1961 ESTIMATED CITY RECEIPTS		$ 1,146,966.69
Estimated State Receipts - 1961		
Income Tax	$ 372,672.96	
Corporation Taxes	210,826.14	
Old Age Tax (Meals)	15,916.50	
TOTAL - 1961 ESTIMATED STATE RECEIPTS		599,415.60
Estimated State Receipts - 1960 Overestimates		
Metropolitan Parks	$ 4,506.39	
Metropolitan Sewerage	2,647.16	
Smoke Inspection Service	6.72	
TOTAL 1960 STATE OVERESTIMATES		7,160.27
Available Funds		296,372.68
TOTAL ALL DEDUCTIONS		$ 2,049,915.24
AMOUNT TO BE RAISED BY TAXATION		$ 3,825,575.72

HOW RAISED

Polls - 8914 @ $2.00	$ 17,828.00	
Personal Taxes on $3,791,900.00 @ $ 71.40 per M	270,741.66	
Real Estate Taxes on $49,537,900.00 @ $ 71.40 per M	3,537,006.06	
TOTAL RAISED		$ 3,825,575.72

SCHOOL RATE	$ 35.16
GENERAL RATE	36.24
CITY TAX RATE	$ 71.40

Number of Persons, Partnerships and Corporations assessed	7,333
Number of Persons assessed for Poll Tax	8,914
Number of Motor Vehicle Excises levied	17,512
Number of Horses assessed upon	9
Number of Dwellings assessed upon	7,095

VALUATION OF EXEMPTED PROPERTY

	PERSONAL	REAL ESTATE
City Property Publicly Used	$ 410,200.00	$ 6,897,650.00
City Property Not So Used		66,275.00
Benevolent Institutions	265,000.00	1,162,700.00
Cemeteries	500.00	23,400.00
Charitable Institutions	5,500.00	69,900.00
Houses of Religious Worship	39,500.00	1,825,000.00
Literary Institutions	12,500.00	202,600.00
Organizations of War Veterans	3,000.00	62,100.00
Parsonages		91,500.00
Commonwealth of Massachusetts		234,400.00
	$ 736,200.00	$ 10,635,525.00

The following additional assessments were committed:

Motor Vehicle Excise (17,512)		$ 639,251.64
Farm Animal Excise (1)		11.43
Apportioned Sewer Assessments	$ 12,067.30	
" Sidewalk "	2,630.69	
" Street "	17,279.13	
" Water Liens	15,379.93	
Committed Interest	13,941.17	
		61,298.22
Unapportioned Sewer Assessments	$ 11,809.67	
" Sidewalk "	4,744.38	
" Street "	39,825.25	
" Water "	5,148.31	
		61,527.61
Additional Polls (11)		22.00
Additional Personal Taxes (30)		1,635.06
Recovered from Estates of Deceased Persons (1)		1,262.11

During the year 35,107 Items were committed to the Collector.

Respectfully submitted:

Louis C. Hennigan

Frank W. Loughlin

Howard R. True

ADDENDUM

Year	Census	Dwellings	Polls	Value Buildings	Value Land	Total Val. Real Estate	Value Personal Estate	Total Valuation	Rate per $1.000	City Appropriation	Sewerage Tax	Other State Levies	State Tax	County Tax	Overlay	Total Tax Levy	Year
1941	25,511	5,926	8,281	27,859,050	7,939,600	35,798,650	2,723,450	38,522,100	31.60	1,475,192.60 †58,077.51	33,226.90	72,049.39	100,485.00	57, 506.55 17,281.83	29,226.58 2,024.83	1,845,071.19 *611,210.83	1941
1942	25,896	5,875	8,486	28,453,600	7,971,250	36,424,850	2,676,750	39,101,600	30.60	1,445,152.91 †104,482.00	10,823.77	71,335.63	91,350.00	48,063.67 17,498.85	27,207.70 580.71	1,836,495.24 *623,014.28	1942
1943	26,649	5,887	8,838	28,698,600	7,931,900	36,630,500	2,729,200	39,359,700	28.40	1,385,174.55 †79,284.55	31,938.34	64,856.13	30,450.00	43,324.31 10,571.89	17,553.72	1,663,153.49 *527,662.01	1943
1944	27,412	5,885	9,195	28,624,500	8,035,950	36,660,450	2,715,900	39,376,350	29.60	1,402,782.15 †199,898.08	29,159.69	80,378.72	76,351.00	51,223.86 12,302.59	18,051.80	1,870,147.89 *686,339.93	1944
1945	27,971	5,881	9,329	28,671,500	7,909,800	36,581,300	2,806,050	39,387,350	29.60	1,499,942.80 †191,089.31	29,762.25	71,522.56	42,908.00	53,313.34 12,375.71	16,286.28 250.00	1,867,450.25 *682,926.69	1945
1946	27,938	5,880	9,324	28,702,200	7,908,350	36,610,550	2,913,000	39,423,550	31.60	1,560,615.98 †182,790.95	34,052.28	39,113.24	31,600.00	62,376.97 10,001.77	17,480.45 312.40	1,938,344.04 *673,981.86	1946
1947	27,761	5,901	9,089	28,973,700	7,916,800	36,890,500	3,093,950	39,984,450	36.00	1,863,980.44 †257,748.14	43,122.85	43,305.96	31,600.00	76,511.38 14,344.76	15,772.18 94.00	2,346,479.71 *888,909.51	1947
1948	27,754	5,977	9,015	29,736,800	7,961,800	37,698,600	3,365,750	41,064,350	42.00	2,336,368.14 †553,127.10	47,646.33	42,435.28	0.00	68,879.51 14,344.76	18,248.39 1,153.11	2,982,202.62 *1,239,469.92	1948
1949	27,928	6,076	9,015	30,599,200	8,041,750	38,640,950	3,630,800	42,271,750	42.00	2,275,091.66 †505,779.95	50,536.79	53,625.77	0.00	86,952.17 19,326.54	25,008.40 625.80	3,016,947.08 *1,223,503.58	1949
1950	27,973	6,156	8,981	31,168,500	8,079,400	39,247,900	3,360,600	42,608,500	42.00	2,453,410.37 †425,385.17	61,384.35	65,614.32	0.00	114,034.08 21,887.19	25,000.00 529.67	3,167,245.15 *1,359,726.15	1950
1951	28,226	6,279	9,019	31,996,700	8,149,350	40,146,050	3,554,250	43,700,300	46.00	2,796,487.39 †200,763.66	60,072.82	54,809.62	0.00	98,478.29 28,422.61	27,000.00 8.40	3,266,122.79 *1,237,870.99	1951
1952	28,313	6,409	9,021	33,242,450	8,234,300	41,476,500	3,219,150	44,695,900	53.80	3,079,186.82 †277,726.82	54,215.99	80,488.60	0.00	123,755.80 †33,788.56	35,450.43 2,061.83	3,686,674.40 *1,263,992.98	1952
1953	28,335	6,506	8,981	34,482,100	8,335,050	42,817,150	3,243,400	46,050,550	52.80	3,128,765.89 †462,019.15	59,101.92	67,226.70	0.00	108,738.00 39,235.21	42,223.07 4,559.03	3,911,868.97 *1,461,909.93	1953
1954	28,538	6,596	8,942	35,242,950	8,345,150	43,588,100	3,342,400	46,920,500	54.40	3,384,078.17 †228,380.89	51,220.61	98,098.80	0.00	109,487.12 34,862.71	41,385.08 523.38	3,948,036.76 *1,377,677.56	1954
1955	29,239	6,720	9,031	36,344,450	8,398,200	44,742,650	3,358,200	48,100,850	55.40	3,489,274.98 † 280 787.04 H 85,661.95	55,468.84	94,415.14	0.00	108,479.00 32 504 32	52,012.81 5 432 79	4,204,036.87 *1,521,187.78	1955
1956	29,304	6,830	8,970	37,211,050	8,431,750	45,642,800	3,392,650	49,035,450	58.00	3,702,814.17 †1,097,855.78 H 10,735.90	65,638.60	106,843.07	0.00	132,666.91 30,757.95	56,604.91 1,327.16	5,213,243.95 *2,351,247.85	1956
1957	29,713	6,910	9,005	38,144,600	8,163,200	46,757,800	3,584,400	50,342,200	59.80	3,933,387.92 † 474,735.70	75,344.24	108,453.50	0.00	137,917.14 32,206.14	64,641.21 145.80	4,826,831.65 * 1,798,356.09	1957
1958	29,933	6,973	8,976	38,825,900	8,659,700	47,485,600	3,608,700	51,094,300	63.60	4,593,888.95 † 105,919.85	105,919.85	105,753.93	0.00	166,073.93 28,849.77	71,190.17 1,467.23	5,073,143.83 * 1,805,594.35	1958
1959	30,238	6,990	8,925	39,332,800	8,702,600	48,035,400	3,675,750	51,711,150	66.30	4,518,908.36 † 434,424.92	118,269.79	104,559.08	0.00	160,225.49 38,962.00	78,089.90 262.00	5,453,701.54 *2,007,402.29	1959
1960	30,570	7,050	8,944	40,020,000	8,741,600	48,761,600	3,719,900	52,481,500	69.80	4,765,217.70 † 343,080.13	62,853.60	109,161.26	0.00	170,918.33 35,850.85	87,871.47 2,787.10	5,577,740.44 *1,896,643.74	1960
1961	30,695	7,095	8,914	40,781,600	8,756,300	49,537,900	3,791,900	53,329,800	71.40	5,028,175.41 † 296,372.68	71,492.06	128,686.39		206,036.44 41,685.23	98,556.38 4,486.37	5,875,490.96 * 2,049,915.24	1961

† from Available Funds * Receipts

ANNUAL REPORT
OF THE
BOARD OF HEALTH

of the

CITY OF MELROSE

for the

Year Ending December 31st.
1961

Organization of Board
Dr. John G. Goulding, Chairman
Paul E. Troy, Atty., Lawrence E. Simpson, Members
Helen F. Adams, Agent

School Physicians
Thomas M. Hearne, M.D.
John S. Graf, M.D. Richard H. Watson, M.D.

Public Health Nurses
Mary R. Petkauskos, P.H.N. Supervisor
Jane H. Lord, P.H.N., Katherine Hatheway, P.H.N.
Marjorie L. Martell, P.H.N.

Dentist
Ezra J. Kennison, D.M.D.

Dental Hygienist
Mabel D. Burbine

Inspectors

Sanitary	John J. Devine
Animals	Cornelius Thibeault, D.V.S.

REPORT OF THE BOARD OF HEALTH

To the Honorable Mayor and Board of Aldermen,
City of Melrose 76, Massachusetts.

Gentlemen:

We submit herewith a review of the health conditions of the city and a statement of the acts of the Board of Health for the year ending December 31, 1961.

CHANGES IN PERSONNEL -

The Board of Health had no change of membership during the year and Mr. Lawrence E. Simpson was reappointed for another three year term.

Our department was saddened by the loss in death of school physician, Dr. George R. Murphy. His place was taken by Dr. Richard S. Watson.

On August 25, 1961, Miss Mary S. Tagliente resigned from the position of Supervising Public Health Nurse for pressing personal reasons. We were very fortunate in securing an experienced capable replacement in Miss Mary R. Petkauskos. To partially offset the increased work load produced by a burgeoning school population. Mrs. Marjorie Martell joined our nursing staff on a part-time basis.

GENERAL HEALTH -

No remarkable changes in the usually excellent health of this community took place in 1961. There were 327 deaths of Melrose residents. 179 of whom were over 70 years of age. 536 births to Melrose parents demonstrates why our population is increasing. 34 of these births were premature and this prematurity accounted for 6 of the 12 deaths in infants under 1 year of age during the past year.

SCHOOL HEALTH -

The school health program which includes physical examinations and general supervision of the health protection of the school population received stimulating revamping by the combined efforts of Mr. Robert E. Bachelder, newly appointed Assistant Superintendent of Schools in charge of health and also our newly appointed Supervisor of Nursing, Miss Mary R. Petkauskos. This has resulted in improved emergency care arrangements, daily nursing attention at all schools and improved liason relations between school and nursing personnel concerned with pupil health.

Our dental clinic which expanded its operation in 1960 proved the value of this expansion in 1961 by the amount of service provided to those Melrose children who would otherwise be deprived of this necessary health care. A detailed report of the work performed by the clinic is presented in the report of the Supervisor of Nursing.

COMMUNICABLE DISEASE -

There were 1,670 cases of communicable disease reported in 1961 compared to 1,559 cases in 1960. The increase was largely in cases of chickenpox and measles.

Tuberculosis - Two new cases were reported. There were no deaths from tubercular infection.

Measles - There were 509 cases of measles reported in 1961 as compared to 101 cases in 1960.

Rabies Control - 316 dogs were inocculated against rabies this year. There were no cases of rabies in the city.

Scarlet Fever - We had 28 cases of scarlet fever reported this year as compared to 31 cases in 1960.

Chickenpox - There was a high incidence of this disease with a total of 552 cases reported in 1961 as compared to 339 in 1960.

Whooping Cough - There was only one case of whooping cough reported in 1961 which is the lowest figure reported in the last ten years.

HEALTH EDUCATION -

All members of this department strive to continue their own education to insure that they are acquainted with all progress in the field of public health and are able to adapt it to the needs of the community.

The City of Melrose served as host to a luncheon meeting of the Metropolitan Boston Health Officers Association in October. This meeting honored a Melrose resident, Dr. Robert Archibald who retired as Assistant Health Commissioner of the Massachusetts Department of Health on October 1, 1961.

SANITATION -

All nuisances reported were investigated and action taken for correction. Unclean premises, garbage strewn over yards, illegal dumping, rats and inadequate surface water drainage were the most frequent complaints.

All proposed sub-divisions were inspected for satisfactory drinking water, sewage and surface drainage as prescribed by General Laws.

Our bakeries received the semi-annual inspections required and objectionable practises were called to the owners' attention.

All milk sold in the city was tested and cultured periodically and found acceptable. Milk sold in this city is pasteurized thus protecting the community from the several milk borne diseases.

Inspections for sanitation of restaurants, drug stores and stores selling food and soft drinks consumed on the premises were made and in general found to meet requirements.

All applications for cesspools or septic tanks were investigated and permits were granted to only those that met the specifications required by this department.

Our report would be incomplete if it did not express the gratitude of this department to all other branches of this city's government. Their cooperation and assistance enabled this department to function more effectively for the common good.

Respectfully submitted,

John C. Goulding, Board of
Carl E. Troy, Health of
Lawrence E. Simpson, Melrose

TABLE I
FINANCIAL STATEMENT

		Totals 1961		Totals 1960
Total Appropriation		$48,232.64		$49,730.28
EXPENDITURES				
Salaries and Wages		$31,836.84		$31,390.49
Other Expenses		$ 2,895.09		$ 3,020.41
Telephone	$ 313.44		$ 275.00	
Car Allowance-Public Health Work	1,422.00		1,474.50	
Printing	210.55		148.39	
Postage & Express	43.67		32.46	
Office Supplies	125.43		91.56	
Sundries	210.00			
New Furniture	570.00		998.50	
Tuberculosis		$ 1,047.00		$ 1,274.00
Quarantine & Contagious Disease		$ 163.42		$ 164.36
Immunization of Dogs		$ 320.88		$ 320.88
Transportation-Forsyth Dental Clinic		$ 728.50		$ 728.50
Dental Clinic		$ 7,258.42		$ 5,923.80
Salaries and Wages	$6,300.00		$4,989.63	
Administrative Expense	958.42		934.17	
Care of Premature Infants		$ 0.00		$ 168.00
Out of State Travel		$ 100.00		$ 76.80
Mosquito Suppression		$ 2,054.65		$ 1,348.51
Polio Clinic		$ 120.00		$ 110.00
Total Expenditures		$46,524.80		$44,525.75
Revenues of Board of Health*		$ 1,187.93		$ 1,847.17
Licenses	$ 289.90		$ 200.00	
Reimbursements	740.03		1,462.17	
Dog Clinic	158.00		177.00	

*Not available for use

TABLE II

DEATHS IN MELROSE, CLASSIFIED AS TO CAUSE
(INCLUDING MELROSE-WAKEFIELD HOSPITAL)

		MALES	FEMALES
I	Infectious and Parasitic Diseases	0	0
II	Cancer & Other Tumors	30	31
III	Diseases of Nutrition, Rheumatism, etc	0	0
IV	Diseases of the Blood & Blood Forming Organs	0	1
V	Chronic Poisoning & Intoxication	0	0
VI	Diseases of the Nervous System and Sense Organs	32	35
VII	Diseases of the Circulatory System	90	77
VIII	Diseases of the Respiratory System	7	7
IX	Diseases of the Digestive System	6	2
X	Diseases of the Genito-urinary System	2	3
XI	Diseases of Pregnancy, Childbirth and the Puerperium	0	0
XIII	Diseases of the Bones and Organs of Movement	0	0
XIV	Congenital Malformations	2	0
XV	Diseases Peculiar to the First Year of Life	9	8
XVII	Violent or Accidental Deaths	9	7
XVIII	Ill-defined & Unknown Causes	0	0
	Total	187	171

There were 22 stillbirths in 1961 in Melrose

Deaths of all persons in Melrose..... Males.187
(exclusive of 22 stillbirths)..... Females.171

There were 6 stillbirths to Melrose residents in 1961

Deaths of all Melrose residents..... Males 170
Females 157

Of these deaths, children under one year..... 13
Persons over 70 years of age..... 179

TABLE III

INFANT MORTALITY TO ALL MELROSE PARENTS

Year	Live Births	Deaths of Infants under one year	Infant mortality per 1000 Live Births
1961	536*	13	24.2

Children born in Melrose to Melrose parents..... 298
Children born elsewhere to Melrose parents.....
Children born in Melrose to non-residents..... 868

Total.....

POPULATION JANUARY 1, 1961 - 30,695

*Provisional figure

TABLE IV

CASES & DEATHS OF CERTAIN DISEASES FOR THE TEN YEARS

Year	Polio-myelitis		Diphtheria		Scarlet Fever		Typhoid Fever		Measles		Whooping Cough		Tuberculosis Pul.& Miliary		Tuberculosis Menin-geal		Tuberculosis Other Forms	
	Cases	Deaths	Cases	Deaths	Cases	Deaths	Cases	Deaths	Cases	Deaths	Cases	Deaths	Cases	Deaths	Cases	Deaths	Cases	Deaths
1952	5	1	1	0	15	0	0	0	608	0	9	0	5	3	0	0	1	0
1953	6	0	0	0	11	0	0	0	8	0	7	0	4	4	0	0	1	0
1954	4	0	2	0	17	0	0	0	177	0	33	0	3	2	0	0	0	1
1955	23	1	0	0	21	0	0	0	983	0	8	0	10	2	0	0	0	1
1956	1	0	0	0	26	0	0	0	10	0	10	0	5	1	0	0	1	0
1957	0	0	0	0	26	0	0	0	16	0	10	0	6	0	0	0	0	0
1958	0	0	0	0	13	0	0	0	875	0	14	0	8	0	0	0	0	0
1959	1	0	0	0	62	0	0	0	16	0	6	0	4	2	0	0	0	0
1960	0	0	0	0	31	0	0	0	101	0	3	0	4	0	0	0	1	0
1961	0	0	0	0	28	0	0	0	509	0	1	0	2	0	0	0	0	0

REPORT OF THE SUPERVISOR OF NURSING

Board of Health,
Melrose 76, Massachusetts.

Gentlemen:

As Supervising Public Health Nurse, I herewith submit the following report for the year 1961:

SCHOOL HEALTH PROGRAM -

Visits to Schools	1,290
Visits to Dental Clinic	14
Hearing Tests	771
Hearing Re-tests	12
Vision Tests	759
Vision Re-tests	39
Pupil Visits to Health Room	9,830
Classroom Visits	2,267
Health Talks in Classrooms or Groups	3
Physical Examinations by School Physicians	647
Special Examinations	93
School Home Visits for Correction of Defects	254
Referrals to the Lions Club for Re-checks on Vision Losses and Furnishing of Glasses	10

IMMUNIZATION CLINICS -

Monthly clinics were held for infants and pre-school children:

48 received the triple antigen against diphtheria-whooping cough and tetanus.
26 received booster doses.

91 received 3 doses of poliomyelitis vaccine.
53 received booster doses.

This clinic is available to those families financially unable to see the private physician. We are guided by the State's schedule for "determination of need".

TUBERCULOSIS PROGRAM -

A total of 91 tuberculosis cases were registered to whom 178 visits were made by the nurses. 98 visits were made to contacts and suspects. 149 visits were made to give streptomycin injections to inactive tuberculosis patients at home.

INSPECTIONS FOR RENEWAL OF LICENSES -

Kindergartens	3
Convalescent or Nursing Homes	4
Boarding Homes for the Aged	2
Lodging Houses	3

HANDICAPPED CHILDREN -

The annual census showed 92 children on the register in 1961. Handicaps included were: congenital defects, epilepsy, mental retardation, asthma, rheumatic fever, etc. 86 visits were made by the public health nurses. The School Department employs a visiting teacher to instruct children who are unable to attend school. Lip reading classes are provided for the hard of hearing. The Board of Health supervises, in order to ascertain that all rehabilitation facilities are made available to the parents either through the private physician or clinics.

DENTAL PROGRAM -

The dentist reported:

234 pupils examined
505 pupils treated
244 pupils completed
2,002 fillings
24 plastic fillings
104 extractions
203 oral prophylaxis
203 sodium fluoride treatments
73 post operative treatments
Work done in his own office:
71 X-rays
6 post operative treatments
4 root canal treatments
1 root canal filling

COMMUNITY AGENCY RELATIONSHIP -

Growing realization of the importance of cultural and social factors in medical and public health practice increases the number of professional workers involved in Family Health Care and the need for carefully coordinated planning by individuals and agencies. The Public Health Nurse Supervisor has shared in planning and action with professional and non-professional workers from Health, Education, Welfare and Citizens Groups in Melrose and other communities during the past year and at this time wishes to express her appreciation for their cooperation, support and assistance.

I wish especially to thank the staff and co-workers for their loyalty and untiring efforts in assisting me in carrying out the additional responsibilities concerned with the expanded school health program this year.

Respectfully submitted,

Mary R. Petkauskos

Mary R. Petkauskos, R.N.,B.S.,M.A.
Supervising Public Health Nurse.

REPORT OF THE SANITARY INSPECTOR

To the Board of Health,
Melrose 76, Massachusetts.

Gentlemen:

The Sanitary Inspector herewith submits his annual report from January 1, 1961 to December 31, 1961:

INSPECTION OF MILK

INSPECTION:

Pasteurizing Plants	38
Ice Cream Plants	5

SAMPLES COLLECTED:

Market Milk	116
Grade "A" Milk	29
Homogenized Milk	156
Special Milk	16
Cream	111
Ice Cream	11

LABORATORY REPORT:

Chemical analysis of milk and cream (found below standard, 11)	444
Bacteriological examination of milk and cream (found below standard, 58)	935
Coliform count, milk and ice cream (found below standard, 67)	448
Chemical analysis of ice cream	12
Bacteriological examination of mix and ice cream (found below standard, 2)	33
Phosphatase test	299
Total solids	177
Water samples	6

DAILY RETAIL SALES MILK PRODUCTS
(Dealers' Declaration)

Pasteurized Milk	15,510 qts.
Certified Milk	26 qts.
Cream	1,654 qts.

LICENSES AND PERMITS

Milk & Oleomargerine, stores and dealers	136
Ice Cream Manufacturing Permits	2
Ice Cream Sales Permits	85

GEOMETRICAL AVERAGE FOR THE YEAR 1961

MARKET AND HOMOGENIZED MILK

Dealer	Milk Fat	Plate Count
State Standard	3.35	10,000
Market:		
Bedford Farms	3.92	2,500
Brookside (First National Store)	3.74	1,000
Buttrick, David	4.17	760
Cummings, B. L. & Son	4.26	7,000
Hoods, H. P. & Son	3.80	1,000
Happy Valley Dairy	4.45	25,000
Hanley & Son	3.94	1,500
Musgrave Farms	4.00	1,500
Quinn Farm Dairy	3.92	710
Spear, Clinton W.	3.99	2,000
Sunnyhurst Dairy, Inc	3.96	1,000
United Farmers of New England	3.92	1,500
Weiss Farm	3.62	2,000
Whiting Milk Company	3.80	1,000
Ware Dairy	3.85	790
West Lynn Creamery	3.70	1,000
Homogenized Milk:		
Bedford Farms	3.72	2,000
Brookside (First National Store)	3.88	650
Buttrick, David	4.29	880
Cummings, B. L., Inc	3.90	1,500
Hanley & Son	4.07	500
Happy Valley Dairy	3.87	9,000
Hoods, H.P. & Son	3.83	1,000
Musgrave Farms	3.78	1,700
Quinn Farm Dairy	3.90	2,000
Spear, Clinton W.	3.74	2,500
Sunnyhurst Dairy, Inc	3.89	2,000
Ware Dairy	3.73	630
Weiss Farm	3.64	2,500
Whiting Milk Company	3.74	2,000
West Lynn Creamery	3.82	3,000
United Farmers of New England	3.82	2,000

INSPECTION OF FOOD

INSPECTIONS:	
Common Victuallers	161
Stores-Lord's Day and Food	171
Stores-Drug	50
Bakeries	42
Nuisance Complaints	102
Number of investigations made concerning complaints	194
Animal Permits granted	7
Private Sewerage System Inspections	10
Septic Tank Permits granted	2
Methyl and Wood Alcohol Licenses issued	23
Bacteriological examinations of eating utensils	320
Common Victuallers and Soda Fountains found above standard plate count of 100	65
Motel Inspections	5
Water Sample	1

Foods Condemned as Unfit for Human Consumption:

4 lbs. Unsalted Cheese
4 lbs. Oleomargerine
2 lbs. Potato Chips
40 lbs. Macaroni
32 lbs. Assorted Meats

INSPECTION OF FOOD

AVERAGES FOR THE YEAR 1961

	Bacterial Count			Scoring
	Dishes	Glasses	Silverware	Grade %
Federal Standard (not over).....	100	100	100	
COMMON VICTUALLERS' LICENSES:				
Bellevue Golf Club.....	50	40	16	88
Brighams Inc.....	38	8	10	92
Franklin Square Restaurant.....	220	230	23	78
F. W. Woolworth.....	38	200	69	80
Fitch's Donut Shop.....	P.S.	P.S.	P.S.	92
Garvey Inc.....	140	P.S.	49	84
George's Submarine Shop.....	P.S.	P.S.	5	92
Golden Gate Restaurant.....	28	7	69	83
Greggs Ice Cream Parlor.....	24	12	36	88
Jerry's Lunch.....	24	59	14	90
The Lobster Shop.....	75	38	110	86
Lou's Lunch.....	47	22	110	85
Melrose Donut Shop.....	130	50	65	90
Melrose-Wakefield Hospital Auxiliary.....	12	31	19	90
Mt.Hood Golf Club.....	98	105	48	88
Perrillo's Submarine Sandwich Shop.....	P.S.	P.S.	P.S.	88
Regent Delicatessen.....	35	100	25	89
Melrose Cafeteria.....	100	390	86	80
Stearns & Hill.....	13	41	55	90
Transitron Inc.....	30	P.S.	76	82
Commercial Filters.....	85	48	130	88
FOUNTAIN SERVICE STORES:				
Austin Pharmacy.....		11	19	
Bell's Pharmacy.....		5	5	
LeBlanc Pharmacy.....		56	24	
Emerson Pharmacy.....		5	44	
Grove Pharmacy.....		500	210	
Haslam Drug.....		3	4	
Rogers Pharmacy.....		99	29	
York Pharmacy.....		8	4	

Respectfully submitted,

John J. Devine

John J. Devine
Sanitary Inspector.

REPORT OF THE INSPECTOR OF ANIMALS

The Board of Health,
City of Melrose 76,
Massachusetts.

Gentlemen:

As Inspector of Animals for the City of Melrose, I herewith submit the following report for the year ending December 31, 1961.

One Hundred Twenty Two (122) dogs were examined and quartined for rabies observation as having inflicted injury by biting or scratching persons. There were no cases of rabies in the City this year.

The one barn housing horses was inspected and found to be in good condition.

There are no cattle within the City.

Respectfully submitted,
Cornelius Thibeault
Cornelius Thibeault, D.V.S.
Inspector of Animals.

REPORT OF BUILDING DEPARTMENT

To His Honor, the Mayor, and the
Honorable Board of Aldermen
City of Melrose, Massachusetts

Gentlemen:

The Building Department respectfully submits, herewith, its annual report for the year 1961.

The building, plumbing, and gas permits issued during the year are classified below:

No.	Classification	Estimated Cost
31	Single dwellings	321,400.00
1	Duplex dwelling	10,000.00
64	Reshingles	25,400.00
58	Alterations (Dwelling)	68,503.00
16	Alterations (Other)	393,350.00
17	Garages	21,400.00
14	Demolitions	--
3	Apartment buildings	261,800.00
1	Addition to Y.M.C.A.	440,000.00
9	Restore fire damage	20,100.00
2	Swimming pools	5,200.00
1	Tool house	2,500.00
1	Argon tank installation	--
2	Elevators	25,900.00
1	Fall-out shelter	--
	Conversions:	
1	Single to 2-family dwelling	800.00
1	Single to 4-family dwelling	5,000.00
1	Two to 3-family dwelling	2,500.00
224	Building permits	$1,603,853.00

PLUMBING AND GAS DIVISION:

41	Permits to do plumbing in new buildings	$ 81,890.00
419	Permits to replace plumbing in old buildings	105,277.00
95	Permits for the addition of plumbing in old buildings	75,720.00
6	Permits for new sewer connections in old buildings that require plumbing	760.00
1	Permit for the conversion of dwelling	900.00
562	Plumbing permits	$ 264,547.00
459	Gas permits	$ 21,607.50

Number of plumbing fixtures installed	1,837
Number of visits of inspection for plumbing	1,211
Number of water tests for plumbing	39
Number of gas fits installed	24
Number of gas appliances installed	519
Number of visits and tests on gas work	635

A total sum of $3,854.75 was received by the Building Department from January 1 to December 31, 1961 for building, plumbing, and gas permit fees, code books, zoning maps, and Board of Appeal applications.

224 Building permits	$ 1,637.00
562 Plumbing permits	1,701.50
459 Gas permits	284.50
78 Zoning maps	19.00
11 Code books	2.75
21 Board of Appeal applications	210.00
Total fees	$ 3,854.75

Respectfully submitted,

Francis A. Sims
Building Commissioner

REPORT OF CEMETERY COMMITTEE

To the Honorable Mayor
and Board of Aldermen
Melrose, Massachusetts

Gentlemen:

The Cemetery Committee hereby submits its report of the Cemetery Department for the year ending December 31, 1961.

Our regular work of services and Maintenance has been carried on as usual.

We have completed our loaming and seeding in the North-East corner of Lebanon and Sylvan Streets. This has improved our approach to the new Office very much.

The results of the new drainage system that runs through our Cemetery has greatly improved conditions here. We are free of any backing up of the excess water, which we always had, now the main drain through Malden has changed the picture here at the Cemetery.

We have also removed fifteen trees which were diseased. Others have been removed on account of burials and dangerous branches hanging over the Avenues.

We wish to extend our thanks for the hearty co-operation of other Departments who have aided us, and especially to the Public Works Department for their very effective work in helping us to open several graves with their back-hoe as we have had three feet of frost to contend with this winter.

Respectfully submitted

The Cemetery Committee

By Joseph Casey.
A Ernest Walker

December 31, 1961

REPORT OF CEMETERY COMMITTEE

To the Cemetery Committee,
Melrose,
Massachusetts.

Gentlemen:

The following is the report of the Superintendent of the Wyoming Cemetery for the year ending December 31, 1961:

Interments:

Adults	200
Children, 12 years or under	14
Cremated remains	20
Total for 1961	234

Sale of Lots:

Sold, during the year	19
Sold, number sold to January, 1962	2,789
Total	2,808

Sale of Graves:

Sold during the year	51
Total number sold to January 1, 1962	5,284
Total	5,341

Number of Lots under Perpetual Care	2,105
Number of Graves under Perpetual Care	3,687

Respectfully submitted

Howard O. Milton
Superintendent.

DETAILS OF APPROPRIATIONS, TRANSFERS AND EXPENDITURES

CEMETERY DEPARTMENT

Year ending December 31, 1961

	Appropriations and Transfers	Expenditures	1962 To Revenue	1961 To Revenue
Maintenance: Salaries & Wages:	48,000.00	46,361.00		1,638.48
Maintenance: Other Expenses:	6,600.00	6,382.45		217.55
Grave Liners:	3,000.00	2,997.00		3.00
Out of State Travel:	150.00			150.00
New Equipment:	765.00	528.25		236.75
Road Construction: From 1959	1,495.44		1,495.44	
Pond Filling and Draining: From 1959	548.80		548.80	
Trees and Landscaping: From 1959	257.00	256.80		.20
Purchase of Loam and Fill:	3,665.62	2,941.77	723.85	
Markers:	500.00	499.80		.20
Survey and Maps:	500.00	395.00	105.00	
New Equipment:	765.00	528.25		

Cemetery Trust Fund, Income Account:

Balance from 1960	773.00
Income 1961	12,000.00
Expenditures	12,171.33

REPORT OF CEMETERY COMMITTEE

SUMMARY OF RECEIPTS & EXPENDITURES

Receipts for Departmental Expenditures:

Appropriations and Transfers	65,481.86
Cemetery Trust Fund, Income Account	12,773.55

Departmental Expenditures

From Appropriations	60,362.59
From Cemetery Trust Fund, Income Account	12,171.33

Unexpended Balance

To Revenue of 1961	2,246.18
To 1962: Appropriation Accounts	2,873.09
Cemetery Trust Fund, Income Account	602.22

Total Payroll: Maintenance: Salaries & Wages	48,000.00
Cemetery Trust Fund, Income Account	12,171.33

Interments	9,405.00
Foundations	1,842.49
Lot Sales	1,390.00
Grave Sales	2,121.00
Perpetual Care	15,404.00
Annual Care	190.42
Miscellaneous	383.00
Grave Liners	2,997.00
	33,732.91

REPORT OF CITY AUDITOR

To His Honor the Mayor and the Honorable Board of Aldermen:

In compliance with the provisions of Chapter 3, Section 39 of the Revised Ordinances, I herewith submit the annual report of the City Auditor for the year ending December 31, 1961.

I have examined the several trust funds of the Treasurer-Collector and the trust funds of the Trustees of the Public Library together with all securities, coupons and savings accounts in the savings banks and trust companies. All income for the year was accounted for and all expenditures were properly supported by vouchers.

During the fiscal year 1961 all known obligations of the City were paid in full or adequate reserves established to provide for their ultimate payment. All serial loans and short term debt obligations were paid when due. Interest payment on all forms of outstanding debt were promptly made.

Respectfully submitted,
Arthur M. Goddard
City Auditor.

FINANCES

The Assessed Valuation of the City		
January 1, 1961		
Real Estate	$49,537,900.00	
Personal Property	3,791,900.00	
	53,329,800.00	
Rate of Taxation per $1000.00 of Valuation - $71.40		
Appropriations:		
Budget and Revenue Orders	4,944,419.23	
County Tax	194,394.38	
County Tuberculosis Tax	41,685.23	
Metropolitan Park Tax	59,048.08	
" Sewer Tax	71,492.06	
" Water Tax	59,897.76	
Smoke Inspection Tax	1,022.90	
State Audit of Municipal Accounts Tax	7,121.70	
State Examination of Retirement System	1,595.95	
Overlays for Abatements	103,042.75	
Court Judgments	2,973.68	
Contributory Retirement System	80,782.50	
State and County Underestimates	11,642.06	
		$5,579,118.28
Deduct: Estimated Receipts		
Income Tax	372,672.96	
Corporation Tax	210,826.14	
Old Age Meal Tax	15,916.50	
City Accounts	1,146,966.59	
State and County Overestimates	7,160.27	
		1,753,542.46
		$3,825,575.82
Net Amount to be raised by taxation:		
Poll Tax	$17,828.00	
Real Estate Tax	3,537,006.06	
Personal Property Tax	270,741.66	
		$3,825,575.72

BALANCE SHEET - DECEMBER 31, 1961

Assets

Cash:			
General			$837,978.96
Special: Cemetery-Sale of Lots and Graves			27,182.65
Advances for Petty:			
Collector		$150.00	
Park		60.00	
Cemetery		10.00	
School Athletic Program		100.00	
School Lunch Program		180.00	
School Visual Aid		50.00	
Library		25.00	575.00
Accounts Receivable:			
Taxes			
Levy of 1960	Poll	44.00	
	Personal	34.90	
	Real	163.38	
Levy of 1961	Poll	136.00	
	Personal	2,370.48	
	Real	49,240.68	51,989.44
Motor Vehicle and Trailer Excise			
Levy of 1960		3,665.78	
1961		67,526.47	71,192.25
Special Assessments			
Sewer Added to Taxes 1961		426.00	
Sidewalk Added to Taxes 1961		8.00	
Street " " " 1961		433.85	
Committed Interest 1961		373.13	1,240.98
Tax Titles and Possessions			
Tax Titles		4,635.30	
Tax Title Possessions		17,731.89	22,367.19
Water			
Water Rates		28,969.71	
Added to Taxes 1961		704.88	29,674.59

Liabilities and Reserves

Employees Payroll Deductions:		
Federal Withholding Taxes	$42,564.34	
State " "	10,895.46	$53,459.80
Recoveries - Old Age Assistance	300.00	
" Disability	250.00	550.00
Tailings		847.87
Proceeds of Dog Licenses and Sales Due County		17.00
Overestimates of 1961		
County Assessments	11,784.69	
State "	1,022.90	12,807.59
Guarantee Deposits:		
Driveways	305.00	
Water Inside Services	225.00	
Tax Title Possessions	1,545.00	
Planning Board	3,600.00	5,675.00
Cemetery - Perpetual Care Bequests		3,765.00
Trust Funds - Income		
A. C. Marie Currier	104.66	
Andrew Burnett Memorial	130.66	
George Emerson	202.60	
Levi S. Gould	494.65	
Norman F. Hesseltine	49.71	
Community Civics	86.46	
Colburn Memorial Award	227.50	
Lizzie T. P. Smith	51.25	
William E. Bailey	1,084.22	
William E. Barrett	18.22	
Horatio W. Perkins	234.54	
Sarah E. Cheever	1,125.15	
Cemetery Perpetual Care	602.22	
Cemetery Flower	503.28	
Oscar Frost	328.42	
Stabilization Fund	590.00	
Coyle Fund	35.01	
Workmens Compensation Fund	3,684.76	9,553.31

BALANCE SHEET - DECEMBER 31, 1961

Assets

Departmental		
Memorial Building Rentals	$756.55	
Police	966.54	
General Relief	213.00	
Old Age Assistance	6,381.54	
Aid to Dependent Children	4,050.52	
Disability Assistance	41.75	
Veterans Services	15,579.82	
Forestry	35.00	
Private Sewer	675.55	
Highway Repairing	27.00	
Traffic Beacons	.27	
Driveways	145.08	
Water Inside Services	176.07	
City Hall	150.00	
		$29,198.69
Aid to Highways - State	5,517.07	
- County	2,758.54	8,275.61
Overlay Deficits		
Levy of 1959	186.60	
1960	2,121.92	
		2,308.52
Underestimates of 1961		
Metropolitan Park	2,333.37	
" Sewer	91,242.58	
" Air Pollution	112.83	
		93,688.78

Liabilities and Reserves

Unexpended Appropriation Balances		$142,917.49
Sale of Tax Title Possessions Fund		10,526.23
Sale of Real Estate Fund		4,401.43
Sale of Lots and Graves and Accumulated Income		28,032.65
Receipts Reserved for Appropriation:		
Mt. Hood Memorial Park	$82,431.64	
Library Fines	1,353.25	
" Duplicate Book	348.25	
Parking Meters - Street	10,218.23	
" " - Off Street	5,227.45	99,578.82
Federal Grants		
Administration - Old Age Assistance	1,378.10	
Medical Assistance to the Aged-Admin.	202.96	
Aid to Dependent Children "	450.68	
Disability Assistance "	768.65	
Assistance - Old Age	30,709.37	
Medical Assistance to Aged	22,214.42	
Aid to Dependent Children	1,889.63	
Disability	(Dr) 635.55	56,978.26
Federal Assistance for Education		
Public Law 874	17,625.88	
" " 864	3,613.49	
Smith, Hughes and Barden Fund	316.00	21,555.37
Revenue Reserved Until Collected:		
Motor Vehicle and Trailer Excise	71,192.25	
Tax Titles and Possessions	22,367.19	
Special Assessments	1,240.98	
Departmental	29,198.69	
Water	29,674.59	
		153,673.70

BALANCE SHEET - DECEMBER 31, 1961

Assets			Liabilities and Reserves		
			Reserve for State and County Aid to Highways		$8,275.61
			Reserve for Petty Cash Advances		575.00
			School Revolving Funds		
			Special School Lunch Programs	$7,133.05	
			Athletics	19,723.90	26,856.95
			Overlay Reserve for Abatements		10,947.73
			Reserve Fund - Overlay Surplus		4,592.26
			Surplus Revenue (Excess and Deficiency)		520,085.59
	$1,175,672.66				1,175,672.66
		NON REVENUE ACCOUNTS			
Non Revenue Cash:			Unexpended Balances		
Cash in Bank	$92,594.49		Winthrop School	$2,580.93	
Government Notes	98,643.00		Beebe School - Fence	262.80	
			Beebe School	688.66	
			High School Addition	187,705.10	
	$191,237.49				$191,237.49
		DEFERRED REVENUE ACCOUNTS			
Apportioned Assessments - Not Due			Apportioned Sewer Assessment Revenue		
Sewer	133,583.34		Due in 1962	11,385.34	
Sidewalk	19,052.88		1963	10,853.00	
Street	217,556.54		1964	10,214.00	
Water	2,851.69		1965	10,000.00	
			1966	9,970.00	
			1967	9,960.00	
			1968	9,940.00	
			1969	9,910.00	
			1970	9,900.00	
			1971	9,863.00	
			1972	6,403.00	
			1973	6,361.00	
			1974	5,686.00	

BALANCE SHEET - DECEMBER 31, 1961

Assets

Liabilities and Reserves

DEFERRED REVENUE ACCOUNTS

Apportioned Sewer Assessments Revenue:			
Due in	1975	$5,506.00	
	1976	2,773.00	
	1977	1,936.00	
	1978	978.00	
	1979	916.00	
	1980	848.00	
	1981	181.00	$133,583.34
Apportioned Sidewalk Assessment Revenue			
Due in	1962	2,307.88	
	1963	1,432.00	
	1964	1,209.00	
	1965	1,199.00	
	1966	1,194.00	
	1967	1,194.00	
	1968	1,189.00	
	1969	1,174.00	
	1970	1,174.00	
	1971	997.00	
	1972	935.00	
	1973	925.00	
	1974	915.00	
	1975	910.00	
	1976	823.00	
	1977	555.00	
	1978	350.00	
	1979	278.00	
	1980	278.00	
	1981	14.00	19,052.88
Apportioned Street Assessment Revenue			
	1962	18,071.54	
	1963	16,917.00	
	1964	13,556.00	
	1965	13,504.00	
	1966	13,435.00	
	1967	13,298.00	
	1968	13,208.00	
	1969	13,181.00	

BALANCE SHEET - DECEMBER 31, 1961

Assets		Liabilities and Reserves	
		DEFERRED REVENUE ACCOUNTS	
		Apportioned Street Assessment Revenue	
		Due in 1970	$13,138.00
		1971	13,103.00
		1972	13,014.00
		1973	12,958.00
		1974	12,937.00
		1975	11,130.00
		1976	8,448.00
		1977	6,412.00
		1978	4,996.00
		1979	2,992.00
		1980	2,305.00
		1981	953.00 $217,556.54
		Apportioned Water Assessment Revenue	
		Due in 1962	191.69
		1963	140.00
		1964	140.00
		1965	140.00
		1966	140.00
		1967	140.00
		1968	140.00
		1969	140.00
		1970	140.00
		1971	140.00
		1972	140.00
		1973	140.00
		1974	140.00
		1975	140.00
		1976	140.00
		1977	140.00
		1978	140.00
		1979	140.00
		1980	140.00
		1981	140.00 2,851.69
	373,044.45		373,044.45

BALANCE SHEET - DECEMBER 31, 1961

Assets		Liabilities and Reserves		
DEBT ACCOUNT				
Net Funded or Fixed Debt Outside Debt Limit	$1,040,000.00	Serial Loans Outside Debt Limit School Construction		$1,040,000.00
	1,040,000.00			1,040,000.00
TRUST FUND AND INVESTMENT ACCOUNTS				
Trust and Investment Funds:		In Custody of City Treasurer:		
Cash and Securities		Welfare Funds		
In Custody of City Treasurer:	$679,327.69	A. C. Marie Currier	$26,906.32	
In Custody of Memorial Building Trustees	10,000.00	Andrew Burnett	2,000.00	
In Custody of Library Trustees	49,224.89	George Emerson	27,883.17	
		School Funds		
		Community Civics	50.00	
		Levi S. Gould	1,000.00	
		Norman F. Hesseltine	100.00	
		Sarah E. Fitch	239.32	
		Margaret B. Wing	645.09	
		Omicron Delta	5,660.20	
		Stalker Scholarship	13,479.57	
		Adelaide Colburn	6,000.00	
		Victor and Nellie Friend	5,434.99	
		Lizzie T. P. Smith	1,000.00	
		Library Funds		
		William E. Bailey	2,500.00	
		William E. Barrett	75.00	
		Horatio W. Perkins	500.00	
		Park Funds		
		Sarah A. Chever	1,500.00	
		Memorial Building		
		John C. F. Slayton	4,374.48	
		Cemetery Funds		
		Perpetual Care	356,508.02	
		Samuel McDaniels	100.00	
		Wyoming Flower	3,419.25	
		Oscar F. Frost	1,184.63	
		Coyle Perpetual Flower	500.00	
		Other Funds-Stabiliaation	218,196.47	
		200th Anniversary	71.18	679,327.69

BALANCE SHEET - DECEMBER 31, 1961

Trust Fund and Investmeny Accounts

Assets		Liabilities		
	In Custody of Memorial Bldg. Trustees			
	John C. F. Slayton			$10,000.00
	In Custody of Library Trustees			
	Sarah A. Chever		$940.06	
	Jabez Dyer		1,550.40	
	Pond Field		48.28	
	Sarah E. Odlin		2,265.31	
	Stephen C. Deering		602.15	
	Felix A. Gendrot		43,191.03	
	Lizzie T. P. Smith		627.66	49,224.89
$738,552.58				738,552.58

CASH STATEMENT FOR YEAR ENDING DECEMBER 31, 1961

Cash, January 1, 1961		
Revenue	$669,535.99	
Non Revenue	321,797.88	
		$991,333.87
Add: Receipts 1961		
Taxes	$3,750,081.64	
Estimated Receipts per Schedule A	1,904,640.22	
Tax Titles Redeemed	471.60	
Tax Titles Sales and Deposits	14,015.00	
State and County Aid to Highways	32,918.00	
Temporary Loans	1,200,000.00	
County Dog Tax for Library	2,466.98	
Dog License Collection for County	3,420.75	
Trust Fund Receipts	4,430.12	
Cemetery Trust Funds	12,901.65	
Mt. Hood Memorial Park Receipts	55,261.06	
Library Fines and Duplicate Fund	6,921.50	
Parking Meter Fees - Street	8,086.30	
- Areas	4,464.46	
Sale of Lots and Graves	3,379.00	
Voted from Sale of Lots	1,000.00	
Perpetual Care Deposits	14,091.00	
Welfare Recoveries	362.02	
Federal Grants for Welfare	261,406.13	
" " " Welfare Administration	14,005.33	
School Lunch Receipts and Grants	96,884.12	
" Athletic Receipts	15,016.61	
Federal Grants for Education	46,946.48	
Receipts from Insurance	759.95	
Withholding - Federal Taxes	457,729.20	
- State "	41,412.68	
- Group Insurance	38,052.04	
Guarantee Deposits	5,487.30	
Planning Board Sub-Division Deposit	12,734.17	
Tailings	2.35	
Sale of City Property	371.43	
Receipts from Insurance Cancellation	957.72	
Receipts Applied to Refunds	31,011.41	
		8,041,688.75
		9,033,022.62
Deduct:		
Expenditures, Per Schedule B	5,075,490.22	
" " C	2,928,315.95	
		8,003,806.17
Cash, December 31, 1961		
Revenue	837,978.96	
Non Revenue	191,237.49	
		1,029,216.45

SCHEDULE A

ESTIMATED RECEIPTS

Year Ending December 31, 1961

Income Tax		$360,291.25
Corporation Tax		239,305.91
Old Age Meal Tax		14,500.36
Motor Vehicle and Trailer Excise		
Levy of 1957	$6.66	
1959	573.96	
1960	108,421.17	
1961	439,389.22	548,391.01
Licenses and Permits		
City Clerk - Garage	2,342.50	
Marriage	674.00	
Miscellaneous	614.00	
Health - Milk, Cream, etc.	170.50	
Cesspool	20.00	
Mayor - Amusement	19.00	
Building	1,636.00	
Gas	284.50	
Plumbing	1,700.50	
Fire	28.75	
Police	207.00	7,696.75
Fines	1,522.36	1,522.36
Special Assessments		
Sewer - Paid in Advance	5,116.61	
Added 1960	460.67	
1961	11,629.30	
Sidewalk - Paid in Advance	1,436.90	
Added 1961	2,622.69	
Street - Paid in Advance	10,470.18	
Added 1960	567.24	
1961	16,771.28	49,074.87
General Government		
Auditor	3.75	
Treasurer-Collector - Costs	2,235.10	
Tax Title Costs	6.00	
Municipal Liens	1,614.00	
Betterment Releases	56.00	
Receipts	323.17	
Paraplegiac Veterans	5,000.08	
City Clerk - Mortgages	6.00	
Miscellaneous Receipts	1,629.95	
Fees	571.25	
Security Agreements	2,226.00	
Assessors	15.00	
Board of Appeal	210.00	
Elect and Registration	621.00	
Planning Board	16.00	
Public Works	9,126.02	
Property Valuation Board	610.09	
Workmens Compensation	288.00	
Taxes on Estates	1,262.11	25,819.52
Protection of Persons and Property		
Police Ambulance	2,654.86	
Fire Receipts	65.09	
Civil Defense Receipts	25.00	
Weights and Measures	163.15	
Building	21.75	
Forestry	713.80	3,643.65

SCHEDULE A

ESTIMATED RECEIPTS

Year Ending December 31, 1960

Health and Sanitation		
Health - Miscellaneous	$256.70	
Bus Fares	204.30	
Tuberculosis	536.43	
Private Sewer	11,668.20	$12,665.63
Highways		
Highway Repairing	537.28	
Driveways	3,250.32	
Individual Walks	911.26	
Traffic Beacons	843.87	5,542.73
Charities		
General Relief	3,359.14	
Aid to Dependent Children	14,647.94	
Disability Assistance	21,329.59	
Recoveries	347.08	39,683.75
Old Age		
Recoveries	3,642.72	
Old Age Assistance	85,830.34	
Medical Aid to Aged	51,468.01	140,941.07
Veterans Services		
Veterans Benefits	25,612.14	25,612.14
School		
Rentals	275.70	
Tuition	14,245.95	
Receipts	807.66	
Vocational Education (State)	5,709.95	
Summer School	8,415.00	
Towels	3,674.15	
Driver Education	2,580.00	35,708.41
Library		
Sale of Books	1.00	1.00
Recreation		
Memorial Building	3,463.55	
Park Receipts	3.00	
Recreation Receipts	232.50	
Pine Banks Park	2.00	3,701.05
Public Service		
Water Rates	194,453.03	
Added 1960	1,052.70	
1961	14,630.85	
Paid in Advance	1,148.31	
Inside Services	8,540.54	
Hydrant Rental	11,560.00	231,385.43
Cemeteries		
Miscellaneous Receipts	15,446.49	
Care of Lots	190.42	15,636.91
Interest - Taxes		
Taxes	1,797.83	
Assessments	34.88	
Motor Vehicle Excise	768.95	
Tax Titles	10.37	
Committed Interest 1960	352.27	
1961	13,537.69	16,501.99
Interest - Deposits	4,441.73	4,441.73
Farm Animal Excise	11.43	11.43
State Assistance - School Construction	122,561.27	122,561.27
TOTAL		1,904,640.22

SCHEDULE B

APPROPRIATIONS AND EXPENDITURES FOR YEAR ENDING DECEMBER 31, 1961

	Available	Expended	Encumbered or Reserved	Balance
General Government				
Aldermen				
Salaries and Wages	$2,851.17	$2,851.12		.05
Other Expense	3,050.00	1,802.57	$420.00	$827.43
Mayor				
Salaries and Wages	9,723.40	7,992.57		1,730.83
Other Expense	1,600.00	1,439.17		160.83
Out of State Travel	150.00			150.00
Architects-Addition to Library	21,500.00		21,500.00	
Auditor				
Salaries and Wages	18,976.36	18,736.36		240.00
Other Expense	2,417.38	2,223.30	150.00	44.08
Out of State Travel	150.00			150.00
Treasurer-Collector				
Salaries and Wages	27,343.96	27,343.96		
Other Expense	7,614.00	7,437.42		176.58
Certification of Bonds	600.00	402.30		197.70
Capital Outlay	420.00	418.00		2.00
Out of State Travel	150.00			150.00
Group Contributory Insurance	79,823.08	72,654.16	316.91	6,852.01
Assessors				
Salaries and Wages	20,229.56	20,229.56		
Other Expense	4,199.19	4,181.21		17.98
Out of State Travel	150.00	150.00		
City Clerk				
Salaries and Wages	19,488.32	19,420.57		67.75
Other Expense	1,350.00	1,153.36	188.80	7.84
Vital Statistics	600.00	573.29		26.71
Out of State Travel	150.00	109.78		40.22
City Solicitor				
Salaries and Wages	5,060.00	5,059.92		.08
Other Expenses	500.00	437.37		62.63
Suits and Claims	200.00	10.00		190.00
Office Expense	2,750.00	2,750.00		
Election and Registration				
Salaries and Wages	10,947.10	10,613.93		333.17
Other Expense	5,975.00	5,793.64		181.36
Personnel Board				
Salary of Secretary	2,146.00	2,146.00		
Other Expense	590.00	588.92		1.08
Planning Board				
Salary and Wages	2,249.28	2,249.28		
Other Expense	633.00	562.37		70.63
Master Plan	2,500.00	2,500.00		
Workmens Compensation				
Administration	1,000.00	728.39		271.61
Compensation	11,269.57	5,084.81	2,500.00	3,684.76 D
Board of Appeal				
Salaries and Wages	340.00	340.00		
Other Expense	250.00	231.80		18.20
Property Valuation Board				
Other Expense	630.57	452.86	177.71	
Fence Viewers	15.00			15.00

APPROPRIATIONS AND EXPENDITURES FOR YEAR ENDING DECEMBER 31, 1961

	Available	Expended	Encumbered or Reserved	Balance
General Government (Continued)				
Public Works				
Salaries and Wages	$30,263.30	$30,016.31		$246.99
Vacations	15,471.95	15,225.55		246.40
Holidays	10,305.72	9,104.35		1,201.37
Other Expense	1,956.50	1,955.85		.65
City Yard Improvements	5,700.00	5,316.76	375.00	8.24
New Equipment	42,850.00	42,384.37		465.63
Sick Leave	8,200.00	8,188.52		11.48
Overhead Expense		2,491.07*		2,491.07
Parking Meter - Salaries	4,536.00	4,053.47		482.53A
Expense	400.00	393.64		6.36A
Out of State Travel	23.00	23.00		
Engineers				
Salaries and Wages	23,787.92	23,787.92		
Other Expense	1,700.00	1,684.87		15.13
City Hall				
Salaries and Wages	8,122.88	8,110.01		12.87
Other Expense	10,080.00	9,999.21	10.00	70.79
Memorial Building				
Salaries and Wages	6,601.40	5,762.52		838.88
Other Expense	6,300.00	6,209.41	90.00	.59
Capital Outlay	2,000.00	48.55	1,951.45	
Total General Government	447,890.61	398,441.23	27,679.87	21,769.51
Protection of Persons and Property				
Police				
Salaries and Wages	263,702.38	256,423.40	3,408.41	3,870.57
Other Expense	5,000.00	4,416.71		583.29
Equipment and Repairs	7,200.00	6,322.68		877.32
Parking Meter Maintenance	5,641.40	5,419.71	68.49	153.20A
Maintenance of Building	7,191.44	6,049.07	46.08	1,096.29
School Traffic Supervisors	16,618.31	15,631.55		986.76
Uniforms	1,850.00	1,848.15		1.85
Out of State Travel	150.00			150.00
Indemnification	100.00	72.51		27.49
New Cruiser	5,000.00	3,741.76		1,258.24
Fire				
Salaries and Wages	291,994.26	282,894.91	3,964.70	5,134.65
Other Expense	4,746.99	4,583.42		163.57
Equipment and Repairs	5,300.00	5,746.69		53.31
Repairs to Building	2,500.00	2,454.01		45.99
Fuel and Light	4,300.00	4,196.92		103.08
New Hose	1,500.00	1,473.08		26.92
Hydrant Rental	11,560.00	11,560.00		
Out of State Travel	50.00	3.75		46.25
Indemnification	669.61	650.11		19.50
Short Wave Radio	2,730.00		2,730.00	
Uniforms	1,275.00	1,249.88		25.12
Door Opener	355.00	258.50		96.50
Hose Dryer	400.00		400.00	
New Car	2,700.00	2,649.29		50.71
Building				
Salaries and Wages	15,848.35	15,848.31		.04
Other Expense	1,219.00	1,209.03		9.97
Out of State Travel	150.00			150.00
Wire				
Salaries and Wages	16,443.56	15,792.28		651.28
Other Expense	334.00	304.71		29.29
Fire and Police	4,500.00	4,463.33		36.67
New Equipment	1,900.00	1,886.42		13.58
Out of State Travel	150.00	23.92		126.08
Civil Defense				
Salaries and Wages	900.00	813.79		86.21
Other Expense	2,372.47	1,925.73	446.74	

APPROPRIATIONS AND EXPENDITURES FOR YEAR ENDING DECEMBER 31, 1961

	Available	Expended	Encumbered or Reserved	Balance
Protection of Persons and Property (Continued				
Weights and Measures				
Salaries and Wages	$1,829.00	$1,650.96		$178.04
Other Expense	400.00	286.27		113.73
Forestry	32,825.00	24,390.84	$5,544.00	$2,890.16
Dog Officer				
Salary and Wages	812.00	811.92		.08
Other Expense	600.00	500.00	100.00	
Total Protectection of Persons and Property	723,317.77	687.553.61	16,708.42	19,055.74
Health and Sanitation				
Health				
Salaries and Wages	$31,928.64	$31,836.86		$91.78
Other Expenses	2,900.00	2,895.09		4.91
Tuberculosis	1,150.00	1,047.00		103.00
Quarantine and Contagious Diseases	200.00	163.42		36.58
Immunization of Dogs	325.00	320.88		4.12
Dental Clinic				
Transportation	799.00	728.50		70.50
Expense	1,000.00	958.42		41.58
Salaries	6,300.00	6,300.00		
Care of Premature Babies	900.00			900.00
Polio Clinic	130.00	120.00		10.00
Mosquito Suppression	2,500.00	2,054.65		445.35
Out of State Travel	100.00	100.00		
Sanitation				
-Surface Drain Construction	13,650.00	12,816.90		833.10
*Main Street Drain	1,658.05	1,658.05		
Beech Ave. Easement	100.00			100.00
Ells Ave. Easement	100.00			100.00
Worth St. Easement	100.00	7.84		92.16
Sewer Maintenance	10,500.00	9,331.61		1,168.39
Pumping Station	5,700.00	5,589.21	110.65	.14
Sewer Construction	14,781.43	11,736.65	2,447.90	596.88
Private Sewers	15,000.00	12,601.61		2,398.39
Sewer Connections	800.00	709.26*		1,509.26
Surface Drain Maintenance	20,000.00	19,837.81		162.19
Bratley Street Easement	91.66			91.66
Bratley Street Easement	94.96			94.96
Collection of Ashes	51,500.00	51,022.72	27.06	450.22
Dump Development	1,000.00	999.11		.89
Dump Improvement	7,300.00	5,598.64	1,701.36	
Street Cleaning	15,300.00	12,066.53		3,233.47
Collection of Garbage	37,450.00	37,042.40		407.60
Total Health and Sanitation	243,358.74	226,124.64	4,286.97	12,947.13
Highways and Bridges				
Highway Division				
Highway Repairing	60,000.00	59,512.67	471.87	15.46
Traffic Signs and Marking	5,500.00	5,489.19		10.81
Private Ways Repairs	5,887.29	4,612.52		1,274.77
Highway Construction 1961	112,016.14	67,110.08	44,782.49	123.57
Chapter 90 " 1961	44,224.39	42,451.37	1,773.02	
" 90 " 1960	3 ,392.95	3,208.47		184.48
Repair of Walks	13,450.00	12,023.10	1,425.95	.95
Individual Walks	2,500.00	1,465.90		1,034.10
Driveways	3,500.00	3,424.42		75.58
Continuous Walks	11,827.68	7,435.13	613.95	3,778.55

APPROPRIATIONS AND EXPENDITURES FOR YEAR ENDING DECEMBER 31, 1961

	Available	Expended	Encumbered or Reserved	Balance	
Highways and Bridges (Continued)					
Highway Division					
Snow Removal	$90,000.00	$83,385.29	$5,182.83	$1,431.88	
Street Lighting	48,000.00	47,984.11		15.89	
Traffic Beacons	3,200.00	3,196.08		3.92	
Automotive Expense		269.88*	257.41	12.47	
Total Highways and Bridges	403,498.45	341,028.50	54,507.52	7,962.43	
Public Welfare					
General Administration	12,827.13	12,492.18		334.95	
General Relief	16,000.00	15,988.66		11.34	
Old Age Assistance	104,000.00	103,994.41		5.59	
Medical Assistance for Aged	120,000.00	109,892.75		10,107.25	
Aid to Dependent Children	22,000.00	21,506.39		493.61	
Disability Assistance	29,000.00	28,953.76		46.24	
Out of State Travel	150.00	150.00			
Total Public Welfare	303,977.13	292,978.15		10,998.98	
Veterans Services					
Salaries and Wages	9,401.16	9,210.01		191.15	
Other Expense	1,300.00	1,193.53		106.47	
Veterans Benefits	37,800.00	37,602.73		197.27	
Veterans Burials	300.00			300.00	
Total Veterans Services	48,801.16	48,006.27		794.89	
Education					
Salaries and Wages	1,941,848.00	1,934,469.28		7,378.72	
Other Expense	15,042.00	14,375.97	259.00	407.03	
Textbooks and Supplies	101,923.80	96,568.69	2,497.00	2,858.11	
Plant Maintenance	181,923.00	181,720.19	69.00	133.81	
Adult Education	10,139.00	9,051.11		1,087.89	
Out of State Travel	1,050.00	483.73		566.27	
High School Furnishings	7,408.20	2,678.73	4,729.47		
High School Dedication	300.00	294.00		6.00	
Repair of Driveway	1,500.00		1,500.00		
Total Education	2,261,134.00	2,239,641.70	9,054.47	12,437.83	
Library					
Salaries and Wages	68,600.00	67,223.51		1,376.49	
Other Expense	3,000.00	2,999.94		.06	
Building and Janitor Supplies	750.00	739.81		10.19	
Books	12,966.98	12,525.00	$255.00	186.98	B
Fuel and Light	2,350.00	2,266.05		83.95	
Binding	2,100.00	2,094.16		5.84	
Branch Library - Rental	1,950.00	1,918.35		31.65	
Out of State Travel	150.00	150.00			
New Equipment	1,000.00	941.50		58.50	
Roof Repairs	200.00	24.62		175.38	
Sketches and Specifications	3,500.00		3,500.00		
Services of Consultant	1,000.00	500.00	500.00		
Total Library	97,566.98	91,382.94	4,255.00	1,929.04	
Recreation					
Pine Banks Park					
Salaries and Wages	12,831.06	12,365.13		465.93	
Expenses	3,425.00	3,321.70		103.30	
Field House	250.00	239.98		10.02	
Resurface Roads	1,000.00	994.10		5.90	

APPROPRIATIONS AND EXPENDITURES FOR YEAR ENDING DECEMBER 31, 1961

	Available	Expended	Encumbered & Reserved	Balance
Recreation (Continued)				
Park				
Gen.Admin. Salaries and Wages	$20,788.25	$20,394.43	$77.30	$316.52
All Other Salaries and Wages	35,362.35	31,552.46		3,809.89
Holidays, Labor Vacation	4,000.00	3,988.67		11.33
Gen. Admin. Other Expense	900.00	485.58		414.42
All Other Expense	7,500.00	5,904.14		1,595.86
Golf Maint. and Operation	31,900.00	29,453.20		2,446.80 C
Recreation Building Operation	9,525.00	7,167.89		2,357.11 C
Re-sodding Tees	4,500.00	3,349.38	1,150.62	
Athletic Field and Field House-Sal. & Wgs.	6,000.00	4,863.60		1,136.40
Maintenance	3,000.00	1,405.31		1,594.69
Ski Tow-Maintenance & Oper.	2,050.00	1,306.07		743.93 C
Christmas Decorations	200.00	41.43		158.57
Out of State Travel	150.00			150.00
New Equipment	4,500.00	3,545.05		954.95
Tar Roads and Walks	1,695.85	45.00	1,650.85	
Gooch Playgrounds-Improvements	2,496.03	2,464.00		32.03
Recreation Sal. & Wgs.	7,462.70	7,277.25		185.45
Other Expense	4,100.00	4,073.80		26.20
July 4th, etc.	650.00	641.20		8.80
Out of State Travel	150.00			150.00
Busses to Pool	1,800.00	1,470.00		330.00
Retarded Children	400.00	265.84		134.16
Total Recreation	166,636.24	146,615.21	2,878.77	$17,142.26
Celebrations				
Memorial Day				
Decorate Graves				
Union Soldiers	$400.00	323.60		76.40
American Legion Post 90	300.00	300.00		
Veterans Foreign Wars	400.00	400.00		
World War I Barracks 1167	125.00	116.19		8.81
Band	300.00	250.00		50.00
Disabled American Veterans	50.00	10.00		40.00
World War II Maint. Memorial	100.00	50.00		50.00
Draftees Recognition	50.00	45.00		5.00
Christmas Lighting - City Hall	300.00	150.00	150.00	
Memorial Building	75.00	69.00		6.00
Main Street	550.00		550.00	
Total Celebrations	2,650.00	1,713.79	700.00	236.21
Pensions				
Non-Contributory	121,911.30	114,479.00	721.24	6,711.06
Contributory	80,782.50	80,782.50		
Total Pensions	202,693.80	195,261.50	721.24	6,711.06
Public Service Enterprises				
Water Maintenance	95,781.28	91,723.21	3,252.00	806.07
Water Construction	17,975.00	17,921.38		53.62
Water Inside Services	9,500.00	8,471.90		1,028.10
Total Public Service Enterprises	123,256.28	118,116.49	3,252.00	1,887.79
Cemetery				
Salaries and Wages	48,000.00	46,361.52		1,638.48
Other Expense	6,600.00	6,382.45		217.55
Grave Liners	3,000.00	2,997.00		3.00
Out of State Travel	150.00			150.00
New Equipment	765.00	528.25		236.75

APPROPRIATIONS AND EXPENDITURES FOR YEAR ENDING DECEMBER 31, 1961

	Available	Expended	Encumbered or Reserved	Balance
Cemetery (Continued)				
Drain Pond	$548.80		$548.80	
Road Construction	1,495.44		1,495.44	
Plant Trees	257.00	$256.80		.20
Loam and Fill	3,665.62	2,941.77	723.85	
Markers	500.00	499.80		.20
Survey and Maps	500.00	395.00	105.00	
Total Cemeteries	65,481.86	60,362.59	2,873.09	2,246.18
Municipal Indebtedness	130,000.00	130,000.00		
Interest	45,730.00	36,463.88		9,266.12
Unclassified				
Veterans Quarters-Rentals				
American Legion	1,000.00	1,000.00		
Veterans Foreign Wars	700.00	700.00		
Amvets	400.00	400.00		
Disabled American Veterans	25.00			25.00
Insurance	23,619.55	22,921.20		698.35
Ell Pond Improvement	10,000.00	8,233.00	1,728.50	38.42
Claims	1,575.00	1,575.00		
Printing City Reports	650.00	533.97		116.03
Land Taking				
West Emerson St.-Library	11,350.00	4.84	11,345.16	
Main and Albion Sts.	1,976.82		1,976.82	
Alterations Main High School	1,934.57	984.91	949.66	
Removal of House-46 Franklin St.	1,500.00	1,497.65		2.35
Total Unclassified	54,730.94	37,850.65	16,000.14	880.15
Bills Payable	29,753.82	23,949.07		5,804.75

Legend:
* Debit
** Credit
A To Parking Meter Receipts
B To Library Fines
C To Mt. Hood Park Receipts
D To Workmens Compensation Fund

RECAPITULATION

	Appropriations and Expenditures for Year ending December 31, 1961			
	Available	Expended	Encumbered or Reserved	Balance
General Government	$447,890.61	$398,441.23	$27,679.87	$21,769.51
Protection of Persons and Property	723,317.77	687,553.61	16,708.42	19,055.74
Health and Sanitation	243,358.74	226,124.64	4,286.97	12,947.13
Highways and Bridges	403,498.45	341,028.50	54,507.52	7,962.43
Public Welfare	303,977.13	292,978.15		10,998.98
Veterans Services	48,801.16	48,006.27		794.89
Education	2,261,134.00	2,239,641.70	9,054.47	12,437.83
Library	97,566.98	91,382.94	4,255.00	1,929.04
Recreation	166,636.24	146,615.21	2,878.77	17,142.26
Celebrations	2,650.00	1,713.79	700.00	236.21
Pensions	202,693.80	195,261.50	721.24	6,711.06
Public Service Enterprises	123,256.28	118,116.49	3,252.00	1,887.79
Cemeteries	65,481.86	60,362.59	2,873.09	2,246.18
Municipal Indebtedness	130,000.00	130,000.00		
Interest	45,730.00	36,463.88		9,266.12
Unclassified	54,730.94	37,850.65	16,000.14	880.15
Bills Payable	29,753.82	23,949.07		5,804.75
To Excess and Deficiency				122,008.40
To Parking Meter Receipts				642.09
To Library - Fines				186.98
To Mt. Hood Park Receipts				5,547.84
To Workmens Compensation Fund				3,684.76
	$5,350,477.78	$5,075,490.22	$142,917.49	$132,070.07

SCHEDULE C

Miscellaneous Expenditures

Account			Amount
Temporary Loans Paid			$1,200,000.00
County Dog Tax			3,434.50
State and County Assessments:			
Metropolitan Park		$61,381.45	
	Sewer	162,734.64	
	Water	59,897.76	
State:	Air Pollution	112.83	
	Audit	7,121.70	
	Retirement System	1,595.95	
County:	Tax	182,609.69	
	Tuberculosis Hospital	41,685.23	
			517,139.25
Trust Funds			4,337.81
Cemetery - Perpetual Care			12,571.33
Library - Duplicate Fund			845.70
Paid to Fund: Perpetual Care		15,117.00	
	Sale of Lots	3,558.00	
	Stabilization	69,174.17	
			87,849.17
From Federal Grants for Welfare:			
Administration		19,367.12	
Old Age Assistance		109,544.76	
Aid to Dependent Children		21,079.31	
Disability Assistance		20,135.34	
Medical Aid for Aged		85,538.37	
			255,664.90
School Revolving Funds:			
Lunch Program		101,365.52	
Physical Education		30,471.82	
			131,837.34
Federal Grants for Education:			
Public Law 874		30,433.46	
" " 864		8,541.34	
			38,974.80
Refunds:			
Guarantee Deposits		17,168.06	
Abated Taxes, etc.		28,362.68	
All Other		1,408.73	
			46,939.47
Withholding Taxes			496,378.92
Tailings			824.65
Non-Revenue: School Construction			131,518.11
	TOTAL		2,928,315.95

REPORT OF CITY CLERK

January 31, 1962

To His Honor, The Mayor, and
the Honorable Board of Aldermen,
City of Melrose, Mass.

Gentlemen:

The report of the City Clerk's Department for the year 1961 follows:-

The amounts received by the City Clerk for fees for official services from January 1, 1961, to December 31, 1961, were as follows:-

For recording and indexing fishing, hunting, sporting and trapping licenses	$ 141.00
For recording and indexing dog licenses	430.25
For recording marriage certificates	578.00
For licenses to keep and store gasoline and other inflammable materials, and for filing certificates of registration of such licenses	2,308.50
For miscellaneous licenses	810.00
For copies of records, etc.	1,629.95
For recording and indexing discharges of mortgages of personal property and other instruments	6.00
For filing financing statements and copies of security agreements	2,226.00
Total receipts	$8,129.70
Less refunds	66.00
Total net receipts paid into city treasury	$8,063.70

The sum of $3,782.00 has been received by this department for dog licenses issued from January 1, 1961, to December 31, 1961, in the following numbers and amounts:-

For 801 male dogs at $2.00 each	$1,602.00
*For 104 female dogs at $5.00 each	515.00
*For 816 spayed female dogs at $2.00 each	1,630.00
For one kennel license at $10	10.00
For one kennel license at $25	25.00
Total received for dog licenses	$3,782.00

*One female dog license and one spayed female dog license were issued without charge for seeing-eye dogs.

Of the amount received for dog licenses, as above, $3,351.75 was paid to the County of Middlesex, and $430.25, representing the Clerk's fees, was paid into the city treasury.

The sum of $2,489.00 was received for fishing, hunting, sporting and trapping licenses issued from January 1, 1961, to December 30, 1961, inclusive, in the following numbers and amounts:-

Resident Citizen Fishing licenses, 280 at $4.25 each ...	$1,190.00
Resident Citizen Hunting licenses, 136 at $4.25 each ...	578.00
Resident Citizen Sporting licenses, 65 at $7.25 each ...	471.25
Resident Citizen Minor Fishing licenses, 43 at $2.25 each	96.75
Resident Citizen Female Fishing licenses, 35 at $3.25 each	113.75
Resident Citizen Trapping license, 1 at $7.75	7.75
Special Non-resident Citizen Hunting license, 1 at $15.25	15.25
Non-resident or Alien Fishing license, 1 at $8.75	8.75
Duplicate licenses, 4 at 50¢	2.00
Resident Citizen (over 70) Sporting licenses, 41 (free)	00.00
Deer Stamps (bow and arrow), 5 at $1.10	5.50
Total	$2,489.00

Of the above amount, $2,348 has been paid to the Commonwealth of Massachusetts, Division of Fisheries and Game, and the balance of $141.00, representing the Clerk's fees, has been paid into the city treasury.

VITAL STATISTICS

Births Recorded

Children born in Melrose of Melrose parents	298
Children born outside of Melrose of Melrose parents	272
Children born in Melrose of non-resident parents	868
Total number of births recorded	1,438

Marriages Recorded

Both parties residents and solemnized in Melrose	45
Both parties residents and solemnized elsewhere in state	19
Both parties residents and solemnized out of state	0
One party resident and solemnized in Melrose	86
One party resident and solemnized elsewhere in state ...	104
One party resident and solemnized out of state	0
Both parties non-residents and solemnized in Melrose ...	20
Total number of marriages recorded	274

Deaths Recorded

Melrose residents occurring in Melrose	228
Melrose residents occurring elsewhere	105
Non-residents occurring in Melrose	152
Non-residents occurring elsewhere and buried in Melrose.	5
Total number of deaths recorded	490

Raymond H. Greenlaw

Raymond H. Greenlaw, City Clerk

REPORT OF CITY TREASURER AND COLLECTOR

To His Honor, the Mayor, and the
Honorable Board of Aldermen
City of Melrose, Massachusetts

Gentlemen:

In accordance with Section 2-39 of Chapter 2 of the Revised Ordinances, I hereby submit my report as City Treasurer and Collector for the year 1961.

As of December 31, 1961, all Real Estate taxes prior to 1960 have been paid. Uncollected Real Estate taxes for 1960 are only $163.38. Regarding the 1961 Real Estate taxes, we have collected 99.61%, and on Personal Property taxes we have collected 99.13%.

Unexpended funds of High School Addition bond issue from April 1, 1959, to date were invested and reinvested in U. S. Treasury bills. As of December 31, 1961, we have received as interest $44,201.67.

We had funds available on November 1, 1961, in the amount of $800,000.00 which was invested in U. S. Treasury bills for 30, 60, 90 days which netted us in interest the amount of $3,228.56.

As of December 31, 1961, there is a balance in our Tax Title account of $4,635.30.

As of December 31, 1961, balance in the Stabilization Fund $218,196.47, received as interest for 1961 $5,832.85.

The above information shows our collection has improved over the previous year.

Respectfully submitted,

Stanley G. Bunker

Stanley G. Bunker
City Treasurer-Collector

CITY TREASURER
CASH STATEMENT FOR THE YEAR 1961

Cash, January 1, 1961			
Revenue		$171,688.49	
Securities		497,847.50	
Non-Revenue	$222,404.55		
Securities	99,393.33	321,797.88	$991,333.87
Receipts, January 1, 1961 to December 31, 1961			
Revenue			8,040,731.03
			$9,032,064.90
Payments, January 1, 1961 to December 31, 1961			
Revenue			$7,872,288.06
Non-Revenue			
School Construction			130,560.39
Balance, Cash December 31, 1961			
Revenue		$240,876.96	
Securities		597,102.00	837,978.96
Non-Revenue		$ 92,594.49	
Securities		98,643.00	191,237.49
			$9,032,064.90

LOAN IN ANTICIPATION OF TAXES

Authorized by Aldermanic Order #13572	$1,200,000.00
Notes paid in 1961	1,200,000.00
Balance due in 1962	$ 000.00
Rate of discount, average	1.23%

TAX TITLE ACCOUNT

Balance, January 1, 1961	$ 1,942.32	
Added during 1961	3,259.36	$ 5,201.68
Redemption and Foreclosure	$ 566.38	
Balance, December 31, 1961	4,635.30	$ 5,201.68

FUNDS HELD BY THE CITY TREASURER

CEMETERY FUNDS:

	Perpetual Care SECURITIES	TOTAL
January 1, 1961	$339,164.90	$ 339,164.90
December 31, 1961	353,931.90	353,931.90

PRINCIPAL ACCOUNT

City of Melrose Collections		$ 15,117.00
PAYMENTS		
Securities Purchased		
Bell Tel. Co. of Penn 4 3/4s 2001	$ 10,000.00	
Transferred to Melrose Savings Bank	5,117.00	
		$ 15,117.00

INCOME ACCOUNT

RECEIPTS		
Balance, January 1, 1961	$ 1,006.50	
Income from Securities	13,602.05	
		$ 14,608.55

MELROSE PUBLIC LIBRARY
MELROSE, MASS.

PAYMENTS

Interest paid on Securities purchased	$ 22.43	
Melrose Trust Company Box Rent	10.00	
City of Melrose, Income	12,000.00	
Balance, December 31, 1961	2,576.12	
		$ 14,608.55

SECURITIES IN FUND

Bonds

American Tel. & Tel. Co.	Dec. 1970	2-3/4	$ 4,000.00
American Tel. & Tel. Co.	Aug. 1980	2-3/4	2,000.00
Arkansas Power & Light Co.	Oct. 1974	3-1/8	2,000.00
Atchison, Topeka & Santa Fe Ry.	Oct. 1995	4	6,000.00
Bell Tel. Co. of Penn.	May 2001	4-3/4	10,000.00
Boston Edison Co.	Dec. 1970	2-3/4	15,000.00
Boston and Albany R. R.	Aug. 1978	4-1/4	8,000.00
Boston and Albany R. R.	Oct. 1963	5	3,000.00
Brooklyn Union Gas Co.	July 1976	2-7/8	5,000.00
Central Maine Power Co.	May 1976	2-3/4	10,000.00
Central Maine Power Co.	Oct. 1970	3-1/2	5,000.00
Central Vermont Public Service Co.	Feb. 1975	2-3/4	13,000.00
Chesapeake & Ohio R. R.	May 1996	3-1/2	5,000.00
Connecticut Light & Power Co.	Oct. 1980	3	7,000.00
Consolidated Edison Co. of N. Y., Inc.	Apr. 1977	2-5/8	6,000.00
Consolidated Edison Co. of N. Y., Inc.	June 1988	4	5,000.00
Georgia Power Co.	Apr. 1983	3-3/4	3,000.00
Illinois Central Ry.	Aug. 1980	3-1/4	3,000.00
Louisville & Nashville R. R.	Apr. 2003	2-7/8	7,000.00
Metropolitan Edison Co.	Mar. 1982	3-1/4	2,000.00
Michigan Bell Telephone Co.	Aug. 1994	4-7/8	5,000.00
Montana Power Co.	Oct. 1975	2-7/8	1,000.00
New Jersey Bell Tel. Co.	July 1988	3-1/8	2,000.00
New York Central Hudson River R. R.	Oct. 2013	4-1/2	3,000.00
Niagara Mohawk Power Co.	Aug. 1984	3-1/8	10,000.00
Northern Indiana Public Service Co.	Aug. 1973	3-1/8	8,000.00
Ohio Edison Co.	Apr. 1989	4-1/2	5,000.00
Ohio Power Co.	Jan. 1983	3-3/8	2,000.00
Pacific Gas & Electric Co.	June 1974	3	5,000.00
Pacific Gas & Electric Co.	Dec. 1979	3	5,000.00
Pacific Tel. & Tel. Co.	Dec. 1985	2-3/4	2,000.00
Pacific Tel. & Tel. Co.	Oct. 1987	3-1/8	4,000.00
Pacific Tel. & Tel. Co.	Mar. 1978	3-1/4	2,000.00
Pennsylvania Power Co.	Feb. 1982	3-1/4	2,000.00
Pennsylvania R. R.	June 1965	4-1/2	3,000.00
Pennsylvania Electric Co.	June 1976	2-3/4	4,000.00
Public Service Co. of N. H.	Jan. 1973	3-1/4	5,000.00
Southern Pacific Co. Oregon Lines	Mar. 1977	4-1/2	5,000.00
Southern Pacific R. R.	Jan. 1996	2-3/4	5,000.00
Standard Oil Co. of California	July 1983	4-3/8	5,000.00
Standard Oil Co. of Indiana	Oct. 1983	4-1/2	5,000.00
Toledo Edison Co.	Apr. 1977	2-7/8	3,000.00
Union Electric Co. of Mo.	Sep. 1990	4-3/4	10,000.00
U. S. Treasury Bonds	Feb. 1990	3-1/2	6,000.00
U. S. Treasury Bonds	Nov. 1998	3-1/2	3,000.00
U. S. Treasury Notes	Aug. 1964	5	10,000.00
Virginia Railway Co.	May 1995	3	5,000.00
Wisconsin Public Service Co.	Jan. 1971	3-1/4	5,000.00
Wisconsin Power & Light Co.	Aug. 1971	3-1/4	5,000.00
			$ 256,000.00

Stocks	Shares		
First National Bank of Boston	225	$	7,137.50
National Shawmut Bank of Boston	150		4,212.50
New England Merchants National Bank of Boston	143		4,044.00
Newton-Waltham Bank & Trust Co.	89		3,062.50
State Street Bank & Trust Co.	381		9,292.50
		$	27,749.00

Cooperative Bank Shares			
Concord Cooperative Bank	20	$	4,000.00
Melrose Cooperative Bank	100		20,000.00
Merchants Cooperative Bank	20		4,000.00
Middleboro Cooperative Bank	20		4,000.00
Peabody Cooperative Bank	30		6,000.00
Stoneham Cooperative Bank	40		8,000.00
		$	46,000.00

Savings Banks		
Malden Savings Bank	$	5,000.00
Melrose Savings Bank		13,182.90
Suffolk Franklin Savings Bank		5,000.00
Warren Institution for Savings		1,000.00
	$	24,182.90

Total Investments	$	353,931.90

CEMETERY

	Coyle Perpetual Flower Fund (Melrose Savings Bank $500.00)		
Income received	$ 19.38		
Paid, City of Melrose		$	19.38
	Oscar F. Frost Fund (Melrose Savings Bank $1184.63)		
Income received	$ 45.88		
Paid, City of Melrose		$	45.88
	Wyoming Cemetery Fund (Melrose Savings Bank $3819.25)		
Income received	$ 136.39		
Paid, City of Melrose		$	136.39

LIBRARY FUNDS

	William Bailey Library Fund (Melrose Savings Bank $2500.00)		
Income received	$ 96.88		
Paid, City of Melrose		$	96.88
	William Emerson Barrett Fund (Melrose Savings Bank $75.00)		
Income received	$ 2.92		
Paid, City of Melrose		$	2.92
	Horatio Nelson Perkins Fund (Melrose Savings Bank $500.00)		
Income received	$ 19.38		
Paid, City of Melrose		$	19.38

MEMORIAL BUILDING

John C. F. Slayton Organ Fund
($10,000 U. S. Treasury Bonds 4s Feb. 15, 1980)

Income received	$400.00	
Paid, John C. F. Slayton Fund		$ 400.00

PARK FUNDS

Sarah E. Chever Fund
(Sewall Woods Park)
(Melrose Savings Bank $1500.00)

Income received	$ 58.13	
Paid, City of Melrose		$ 58.13

SCHOOL FUNDS

Adelaide Colburn Memorial Fund
(Melrose Savings Bank $6000.00)

Income received	$232.50	
Paid, City of Melrose		$ 232.50

Community Civics Fund
(Melrose Savings Bank $50.00)

Income received	$ 1.94	
Paid, City of Melrose		$ 1.94

Sarah E. Fitch Fund
(Melrose Savings Bank $239.32)

Balance, January 1, 1961	$230.33	
Income received	8.99	
Balance, December 31, 1961		$ 239.32
	$239.32	$ 239.32

Victor A. & Nellie L. Friend Fund
($5,000 U.S. Treasury Bonds 4s Feb. 15, 1980)
(Melrose Savings Bank $434.99)

Balance, January 1, 1961	$370.85	
Income received	214.14	
Paid, City of Melrose		$ 150.00
Balance, December 31, 1961		434.99
	$584.99	$ 584.99

Levi S. Gould Fund
(Melrose Savings Bank $1,000.00)

Income received	$ 38.75	
Paid, City of Melrose		$ 38.75

Norman Hesseltine Fund
(Melrose Savings Bank $100.00)

Income received	$ 3.88	
Paid, City of Melrose		$ 3.88

Omicron Delta Scholarship Fund
(238 Shares Eaton & Howard Balance Fund $2,417.81)
(251 Shares Massachusetts Investment Tr. 2,895.80)
(Melrose Savings Bank 100.00)
(Melrose Savings Bank 46.59)
$5,460.20

Balance of Income, January 1, 1961	$191.90	
Income received	204.69	
Paid, City of Melrose		$ 350.00
Balance, December 31, 1961		46.59
	$396.59	$ 396.59

Dr. Willis A. Smith
(Melrose Savings Bank $1,000.00)

Income received	$ 38.75	
Paid, City of Melrose		$ 38.75

Stalker Scholarship Fund

Amount in fund December 31, 1961		$ 13,479.57
American Tel. & Tel. Co.		
Dec. 1970 2-3/4	$3,000.00	
Arkansas Power & Light Co.		
Aug. 1978 3-1/8	2,000.00	
Commonwealth Edison Co.		
Mar. 1987 4-1/4	5,000.00	
Montana Power Co.		
Oct. 1975 2-7/8	1,000.00	
Pacific Gas & Electric Co.		
June 1966 3-1/2	1,000.00	
Public Service Co. of N. H.		
Jan. 1973 3-1/4	1,000.00	
Melrose Savings Bank	479.57	$ 13,479.57

Income Account

Receipts		
Balance, January 1, 1961	$ 318.46	
Income from Securities	469.21	
Payments		
School Department		$ 496.00
Balance, December 31, 1961		291.67
	$ 787.67	787.67

Margaret Bakeman Wing Memorial Award Fund
(10 Shares American Tel. & Tel. Co. $551.00)
(Melrose Savings Bank 94.09)
$645.09

Balance, January 1, 1961	$ 143.66	
Income received	36.43	
Purchased 1 sh Amer. Tel. & Tel.		$ 86.00
Balance, December 31, 1961		94.09
	$ 180.09	180.09

WELFARE FUND

Andrew Burnett Memorial Fund
(Melrose Savings Bank $2,000.00)

Income received	$ 77.50	
Paid, City of Melrose		$ 77.50

A. C. Marie Currier Fund

Amount in fund, December 31, 1961		$ 24,538.39
Securities		
N.Y. Central & Hudson R. R.		
Oct. 2013 4-1/2	$2,000.00	
U. S. Treasury Notes		
Aug. 1964 5	10,000.00	
Virginia Electric & Power Co.		
Oct. 1986 4-1/8	5,000.00	
First Natl Bank of Boston 26 sh	1,067.00	
Charlestown Savings Bank	619.77	
Eliot Savings Bank	647.01	
Malden Savings Bank	829.98	
Melrose Savings Bank	4,374.63	$ 24,538.39

Income Account

Balance, January 1, 1961	$1,169.92	
Income received	1,203.01	
Paid, City of Melrose		$ 1,000.00
Melrose Trust Co. Box rent		5.00
Balance, December 31, 1961		1,367.93
	$2,372.93	2,372.93

George Emerson Fund

(U.S. Treasury Notes 5s Aug. 1964 $15,000.00)
(Melrose Savings Bank 12,883.17)
$27,883.17

Balance, January 1, 1961	$25,785.08	
Income from George Emerson Estate	2,660.87	
Income received	1,187.22	
Paid, City of Melrose		$ 1,750.00
Balance, December 31, 1961		27,883.17
	$29,633.17	$ 29,633.17

OTHER FUNDS

Sale of Lots & Graves

(Melrose Savings Bank $17,069.65)
(Melrose Cooperative Bank 10,000.00)

Balance, January 1, 1961	$23,632.39	
Collection	3,558.00	
Interest	879.26	
Paid, City of Melrose		$ 1,000.00
Balance, December 31, 1961		27,069.65
	$28,069.65	$ 28,069.65

Stabilization Fund

(Melrose Savings Bank $218,196.47)

Balance, January 1, 1961	$143,189.45	
Received from City of Melrose	69,174.17	
Income received	5,832.85	
Balance, December 31, 1961		$ 218,196.47
	$218,196.47	

200th Anniversary Town of Melrose

(Melrose Savings Bank $71.18)

Balance, January 1, 1961	$ 68.52	
Income received	2.66	
Balance, December 31, 1961		$ 71.18
	$ 71.18	$ 71.18

Municipal Indebtedness

Balance, January 1, 1961	$1,170,000.00	
Bonds paid 1961		$ 130,000.00
Balance due December 31, 1961		1,040,000.00
	$1,170,000.00	$ 1,170,000.00

COLLECTOR'S ANNUAL REPORT 1961

TAXES:	1959	Poll	$ 2.00	
		Real Estate	868.38	$ 870.38
	1960	Poll	18.00	
		Personal	3,306.77	
		Real Estate	61,983.81	65,308.58
	1961	Poll	14,262.00	
		Personal	268,985.22	
		Real Estate	3,420,108.33	3,703,355.55
MOTOR VEHICLE EXCISE:				
	1957		6.66	
	1959		585.19	
	1960		111,546.44	
	1961		443,604.48	555,742.77
APPORTIONED SEWER:				
	1960	(added to taxes)	460.67	
	1961	(added to taxes)	11,655.86	
		(paid in advance)	5,116.61	17,233.14
APPORTIONED SIDEWALK:				
	1961	(added to taxes)	2,622.69	
		(paid in advance)	1,436.90	4,059.59
APPORTIONED STREET:				
	1960	(added to taxes)	567.24	
	1961	(added to taxes)	16,765.28	
		(paid in advance)	10,470.18	27,802.70
WATER BETTERMENT: (paid in advance)				1,148.31
WATER:	1960	(added to taxes)	1,065.44	
	1961	(added to taxes)	14,690.43	15,755.87
WATER RATES GENERAL:				195,676.83
FARM ANIMAL EXCISE:				11.43
COMMITTED INTEREST:				
	1960		352.27	
	1961		13,550.75	13,903.02
GENERAL INTEREST:				
	Taxes		1,798.70	
	Motor Vehicle Excise		769.24	
	Assessments		34.88	2,602.82
COLLECTOR'S RECEIPTS:				2,240.10
MUNICIPAL LIEN CERTIFICATES:				1,614.00
BETTERMENT RELEASES:				56.00
DEPARTMENTAL-ACCOUNTS RECEIVABLE:				
	Estate of Deceased Persons			1,262.11
	Health Dept. - Tuberculosis			536.43
	Memorial Building - Rental			3,463.55
	Police Dept. - Ambulance			2,663.80

PUBLIC WELFARE DEPT:		
Aid to Dependent Children	$ 14,647.94	
Disability Assistance Ad.	21,329.59	
General Relief	3,210.14	
Medical Aid to the Aged	67,200.86	
Old Age Assistance	70,203.98	$ 176,592.51
PUBLIC WORKS DEPT:		
Care of Trees	713.80	
City Hall Rental	1,170.00	
Driveway Deposit	171.69	
Highway Repair	537.28	
Hydrant Rental	11,560.00	
Individual Walks	195.81	
Private Sewer	1,812.38	
Public Works Misc.	6,556.73	
Traffic Beacons	843.87	
Water Inside Service	2,350.46	25,912.02
VETERANS' BENEFITS & SERVICE:		23,736.03
		$ 4,841,547.54

REPORT OF FIRE DEPARTMENT

To the Honorable Mayor and Board of Aldermen,
City of Melrose 76, Massachusetts.

Gentlemen:

I respectfully submit the annual report of the Melrose Fire Department for the year 1961.

Organization

The fire department consists of four companies.

Engine Company #1
Engine Comapny #2(Quad)
Engine Company #3
Aerial Ladder #1

Personnel

Chief of Department
5 - Captains
7 - Lieutenants
1 - Acting Master Mechanic
43 - Firefighters

Equipment

Maxim 750 gal. pumping engine	Installed	1958
Maxim 750 gal. pumping engine	Installed	1946
Maxim 750 gal. pumping engine	Installed	1946
Maxim 750 gal. pumping engine	Installed	1953
Peter - Pirsch Aerial Ladder	Installed	1935
Dodge Rescue Truck	Installed	1956
Ford ½ ton pickup truck	Installed	1954
Willys brush fire truck	Installed	1958
Dodge chief's car	Installed	1961
Boat rescue unit fully equipped		
Mack rescue truck(service)	Auxiliary	
American La France 750 gal. pumping engine	Auxiliary	
Trailer hose wagon	Auxiliary	
Trailer lighting plant	Auxiliary	

All apparatus fully equipped with emergency and fire fighting tools.

Hose

Number of feet of 2½" hose	10,400
Number of feet of 1½" hose	5,950
Number of feet of booster hose	2,300
Number of feet of forestry hose	1,600
Number of feet of 2½" dump hose	250
Number of feet of 1½" dump hose	250
Number of feet of 2½" auxiliary hose	2,100
Number of feet of 1½" auxiliary hose	150
Number of feet of booster hose (auxiliary)	300

All hose tested for 200 pounds pressure

Hose Condemned 1961

Number of feet of 2½" hose	300
Number of feet of 1½" hose	400
Numbe r of feet of booster hose	900

Alarms and Special Calls

Total number of bell alarms	269
Total number of still alarms	264
Total number of emergency calls	207
Total number of false alarms	61
Apparatus called out of the city	65

Apparatus called out of the city

Malden	42
Wakefield	7
Stoneham	8
Saugus	5

Mutual Aid Calls to Melrose

Malden	45
Wakefield	24
Stoneham	8

Inspections

Number of buildings	650
Number of oil burner	210
Number of tank	76
Number of paint,varnish,etc.	60
Number of liquid gas	25
Number of blasting	70
Number of garage	68
Number of incinerator and burning	90

Permits Granted

Storage of oil	175
Class A inflammables	3
Explosives for blasting	24
Liquid - Bottled gas	5

Extinguishers Refilled

Soda & Acid	122
Foamite	9

Equipment Used

Number of feet of 2½" hose laid	20,000
Number of feet of 1½" hose laid	11,800
Number of feet of forestry hose laid	3,350
Number of feet of ladders raised	1,210
Number of covers used	50
Number of pounds of CO2 used	257
Number of hours light plant on Rescue used	3
Resuscitator & Inhalator used	13
Number of tanks of oxygen used	38
Gas Masks	5
Red Cross Heart mask	7
Smike ejector	35
Pounds of oil dry	101
Total pumping hours of apparatus	50.6
Scott air paks	44
Feet of wire	2,525
Gas indicators	8
Lights	34
Refrigerator dolly	7
Tank kits	9
Door opener	15

Fire Loss Buildings & Contents

Number of buildings damaged	39
Value of buildings	279,127.00
Insurance on buildings	1,137,400.00
Loss on buildings	81,102.69
Insurance paid on buildings	81,102.69
Value of contents	68,200.00
Loss on contents	13,989.00
Insurance paid on contents	13,989.00
Total fire loss - buildings & contents	95,091.69

Special Work 1961

Animals aided	15
Auto accidents	18
Auto lockouts	14
Auto fires	41
Awning fires	3
Boy in pond	1
Brush fires	290
Building fires	18
Chimney fires	8
Cover broken windows	2
Dryer fires	13
Electric fire	38
Lighting provided	3
Flodded cellars	37
Gas leaks	11
Gasoline leaks	45
Garage fires	5
House fires	22
House lockouts	45
Incinerator fires	11
Industrial fires	13
Investigations	14
Miscellaneous	47
Man struck by lightning	3
Leaking roof	4
Over stuffed furniture	8
Overheated boiler	3
Picking machine	1
Resuscitator	31
Remove sign	1
Rubbish fires	39
Replace rope in flag pole	1
Refrigerator leaks	5
Sprinkler heads	5
Stove trouble	7
Trapped woman	1
T.V. fires	10
Underwear fire	1
Washing machine	14
Water leaks	13
Wires down	14

Fire Prevention Program

Fire prevention, as always, is well planned and efficiently carried out throughout the year. This year throught the combined efforts of the Chamber of Commerce and the Fire Department several ideas were incorporated. On January 2,1962, the bonfire of Christmas trees at Ell Pond stressed very emphatically to the several hundreds attending the need for fire prevention during the festive season. As in the past, lectures and demonstrations of fire prevention were given not only in the schools but also in different fraternal and industrial organizations as well. Fire is a necessary evil but trhough fire prevention programs many persons can learn to use it and control lt.

Civil Defense Program

Civil Defense Auxiliary Fire Department again this year has augmented the regular department during several occasions. Many services were also rendered to the citizens of Melrose. Practise has been maintained on all phases of fire protection for any emergency. Their untiring efforts have given the people of this city a valuable asset. Needless to say, the Auxiliary Fire Department has my sincere appreciation and, I am sure that of the Director of Civil Defense, Mr. Robert Wilson. We both feel justly proud of this organization.

Conclusion

I desire to express my thanks and appreciation to his Honor, the Mayor, to the Honorable Board of Aldermen, and to all other department for their assistance in all matters pertaining to the Fire Department. To the officers and men of the department who rendered efficient service at all hours of the day and night, I wish to extend my sincere thanks.

Respectfully submitted,

Sidney E. Field

Chief of the Department.

REPORT OF LAW DEPARTMENT

To the Honorable the Mayor
and the Honorable Board of Aldermen
of the City of Melrose

Gentlemen:

Herewith is submitted the Report of the Law Department of its doings during the calendar year 1961.

A principal part of the day to day work of the Law Department has, as in the past, consisted of meetings and conferences with various department heads, including the several committees of the Board of Aldermen and the Mayor, and the research and writing of opinions requested by various departments and the telephonic legal advice given.

Claims against the City due to alleged defects in public ways, blasting operations and other such functions of the City have been common and have either been compromised, defended in Court or otherwise disposed of. There are a number of such matters pending.

There are several actions by the City in behalf of the Collector and the Welfare Department which are presently pending.

Several claims for damages for land takings are presently pending.

The writer has had the complete cooperation of all departments.

Respectfully submitted,

Thomas J. McArdle

Thomas J. McArdle
City Solicitor

PARK DEPARTMENT

ANNUAL REPORT

1961

REPORT OF PARK COMMISSION

To His Honor, the Mayor and the
Honorable Board of Aldermen
City of Melrose, Massachusetts

Gentlemen:

The Park Commission respectfully presents the fifty-second Annual Report of the Park Department for the year 1961.

Sidney C. Field, Jr., Superintendent of Parks, has comprised a detailed report with a financial statement of all accounts.

A new slide was erected at Messenger's Playground to replace one in service for many years.

Unavoidable expense was made necessary by damage to the benches at Conant Playground and Ell Pond Park, and other instances of vandalism.

The new Gooch Playground at the junction of Florence and Maple Streets was used by the smaller children and appears to be one of our most widely used playgrounds. With the cooperation of those living nearby, it can remain one of our most attractive play areas.

The Park Commission feels encouraged by the continued increase in golfing at Mt. Hood, and they feel that the improvements made to the Tees will further increase the Melrose Resident memberships.

The Playgrounds and all other areas were well patronized for sports facilities which afforded a good opportunity for all ages to get some outdoor enjoyment.

In behalf of the Commission, may I express their appreciation to the Honorable Mayor and the Board of Aldermen for their cooperation. To the Superintendent and those working in the Department for their interest in the diversified activities of the Department.

Respectfully submitted,

For the

MELROSE PARK COMMISSION

Harold W. Poole

Harold W. Poole
Chairman

Mr. Harold W. Poole, Chairman
and Members of the Melrose
Board of Park Commissioners

Gentlemen:

I hereby submit to the Park Commission my Annual Report for the year 1961, together with the financial statement which is part of the report of the Park Department.

1961 ANNUAL REPORT

The winter months of December, January, and February gave us more snow than this area has seen in some time. Due to this fact, the outdoor skating in the winter of 1961 was far below average.

Due to the large amount of snowfall, the Ski Tow at Mt. Hood was used more than in any of the past years, and a profit was shown by the Ski Tow.

During the Spring and Summer months the Little League fields were in constant use, and the Athletic Field was used two to three nights per week by an older group.

In the Fall the Recreation Department made use of the Ell Pond area for a Little League Football field, and the Athletic Field was used as usual for High School Football.

TOTAL NUMBER OF SPORTS' DAYS

Skating - Coasting - Skiing

Common Playground Area	24 Days
Conant Playground Area	24 Days
Ell Pond	23 Days
Ell Pond Rink	26 Days
Lebanon Playground Area	24 Days
Lincoln Playground Area	24 Days
Messenger's Playground Area	9 Days
Pond No. 1 - Mount Hood	24 Days
Pond No. 2 - Mount Hood	22 Days
Pond No. 3 - Mount Hood	21 Days
Coasting No. 1 Fairway	16 Days
Ski Tow -(1 Afternoon, 3 Evening)	4 Sessions

Due to vandalism in 1961 a great many man hours were used which could have been used to greater advantage in the maintenance of our Course and Playgrounds. It is hoped in the future, through the cooperation of the citizens of Melrose, that this waste can be avoided.

PARKS AND PLAYGROUNDS

Tryouts for the Little League were held in the Fall of 1961 on Conant, Hesseltine, Common and Ell Pond areas. The above areas were maintained regularly for all Little League Baseball, and other games from May through September.

The Little League Play-Offs were held at the Conant Field and Ell Pond Field this year with over 1,000 spectators from Melrose and Malden.

The Easter Sunrise Services were held at both Ell Pond Knoll and Mount Hood Park with several hundred youths and adults in attendance.

The Ell Pond Little League field was regraded in the Fall and should be ready for play in the summer of 1962. Also, in the Ell Pond area another practice football field has been started, and should be ready in the Fall of 1962.

If our present land reclaiming project continues at it's present rate, the Ell Pond area should be completed in 1965.

ATHLETIC FIELD AND FIELD HOUSE

MAINTENANCE AND OPERATION

Part of the Running Track at the High School was paved with a rubberized bituminous concrete mix and proved to be the answer as far as maintenance programs are concerned. It is planned to complete this job in 1962.

New drainage was installed at the Athletic Field by the Public Works Department and appears to have alleviated our water problem in this area.

The Melrose High School Commencement exercises were held for the second year outdoors on June 7. This has proved to be a much better location than the Auditorium for Graduation

The bleachers were painted and 900 boards, more or less, were replaced.

The Y.M.C.A. Youth Service Day was held on May 20.

The Melrose Kiwanis Club held an Auction on June 3 at the Knoll.

The Melrose Civil Defense - Operation Field Day-at Tower June 24.

The Firemen's Carnival was held at the Knoll September 8 and 9.

Santa's Parade started at the Athletic Field, Saturday,December 2.

MOUNT HOOD PARK AND GOLF COURSE

During the winter months when conditions were suitable, the Park was a busy place. Not only did the young people take advantage of the sports areas, but many adults and spectators.

The Easter Sunrise Service of the Nazarene Church was held at Slayton Memorial Tower at 6:30 A.M.

Some of the roads and parking areas in this Park were patched in the summer. It is hoped that the Road to the Slayton Memorial Tower can be completed next year.

On October 27 a 2.6 mile Cross-Country Course was laid out for the High School Middlesex Cross-Country League. Runners from many cities and towns (approximately 200 boys) took part in this Annual Event.

On the Golf Course hundreds enjoyed this type of recreation.

The Golf Course opened on the 2nd of April and closed after a very successful season on the 15th day of December.

The number of Rounds of Golf played were 71,567 against 75,660 in 1960.

New celotex Tee Mats were installed on 3rd, 4th, 8th, and 10th Tees. Mats were also replaced on 1st, 2nd, 6th, and 9th Tees.

The Mat program appears to be saving a great deal of wear and tear on the Tees and will be continued in the future.

A new program for renovations to the Tees began in 1961 with the resodding of several Tees, and this work will be continued to beautify the Course, and also, put it into a more enjoyable playing condition.

We feel that in the past 5 years the Greens at Mount Hood have improved 100% and we will make every effort in the future to continue this improvement.

SOURCE OF REVENUE

Caddie Badges	$ 4.25
Daily Golf	39,442.00
Electricity	131.53
Fireplace Permit	20.50
Gasoline Tax Refund - State	59.24
Hall Rental	1,683.25
Locker Keys	2.00
Locker Rental	465.00
Reimbursed Car Damage	126.72
Ski Tow	1,415.75
Subscriptions	10,860.00
Telephone	53.10
Transient Locker, Soap, Towels	208.10
Total	$54,471.44

CONCLUSION

I wish to extend sincere thanks to His Honor, the Mayor, to the Honorable Board of Aldermen, the Park Commission and all City Department Officials, and their respective staffs, for their willing cooperation and assistance.

To the men and personnel of the Department, I also extend my sincere thanks.

Respectfully submitted,

Sidney C. Field Jr.

Sidney C. Field, Jr.
Superintendent

FINANCIAL STATEMENT

General Administration - Salaries and Wages

Appropriation		$ 9,071.60
Appropriation Transfer from "Mt. Hood Memorial Park Receipts"		5,000.00
Appropriation Transfer from "All Other Salaries and Wages"		637.65
		$14,709.25
Expenditures:		
Payrolls	$14,339.03	
Unexpended Balance	370.22	

General Administration - Other Expenses

Appropriation		$ 900.00
Expenditures:		
Advertising	$ 1.22	
Printing	83.30	
Box Rent - Postage	67.60	
Telephone	230.84	
Laundry	.44	
Repair and Maintenance Office Equipment	37.50	
Office Supplies	27.68	
Periodicals and Subscriptions	37.00	
	$ 485.58	
Unexpended Balance	$ 414.42	

Athletic Field and Field House - Maintenance and Operation

Appropriation		$ 3,000.00
Expenditures:		
Advertising	$ 3.31	
Electricity	57.47	
Repairs and Maintenance-Building	282.54	
Unclassified - Water	28.86	
Fuel	369.20	
Cleaning Supplies	6.03	
Paint & Paint Materials	29.75	
Hardware	20.93	
Agricultural and Botanical Supplies	272.00	
Lumber	336.57	
	$ 1,406.66	
Unexpended Balance	$ 1,593.34	

Athletic Field and Field House - Salaries and Wages

Appropriation		$ 6,000.00
Expenditures:		
Payrolls	$ 4,863.60	
Unexpended Balance	$ 1,136.40	

All Other Expenses:

Appropriation			$ 7,500.00
Expenditures:			
Printing		$ 3.42	
Electricity		189.10	
Hire Equipment		424.00	
Welding		38.85	
Repairs - Motor Vehicles		311.16	
Repairs - Maintenance Buildings		227.10	
Repair and Maintenance - Miscellaneous		149.70	
Unclassified - Water		71.76	
Fuel		635.08	
Gas, Oil, Grease, Anti-Freeze		585.53	
Tires and Tubes		24.85	
Batteries		15.95	
Auto Parts and Accessories		731.53	
Cleaning Supplies		16.19	
Paint and Paint Supplies		57.51	
Electrical Supplies		28.80	
Small Tools		389.71	
Hardware		73.17	
Subscriptions		7.75	
Recreational Supplies		200.00	
Sand and Loam		331.86	
Agricultural and Botanical Supplies		288.68	
Lumber		191.93	
Medical Expense		5.00	
Insurance - Automotive		539.27	
Unclassified - Tax - Town of Stoneham		3.95	
Landscaping and Fencing		87.98	
Recreational Supplies		459.02	
		$ 6,088.85	
	Unexpended Balance	1,411.15	

All Other Salaries and Wages

Appropriation			$36,000.00
Expenditures:			
Payrolls		$32,190.11	
	Unexpended Balance	3,809.89	

Athletic Field - Renovate Track

Balance from 1960			$ 1,000.00
	Unexpended Balance	$ 1,000.00	

Christmas Lighting

Appropriation			$ 200.00
Expenditures:			
Salaries and Supplies		$ 41.43	
	Unexpended Balance	$ 158.57	

Golf Maintenance and Operation

Appropriation Transfer from "Mt. Hood Memorial Park Receipts"		$31,900.00
Expenditures:		
Salaries and Wages	$23,621.35	
Bonds and Insurance	40.00	
Printing and Advertising	188.59	
Golf Supplies	607.43	
Automotive and Insurance	797.58	
Tools, Supplies and Repairs	1,259.85	
Fertilizer and Fungicides	409.49	
Loam, Sand, Etc.	314.11	
Laundry, Soap and Towels	92.00	
Repair Buildings, Etc.	406.80	
Water and Service	8.58	
Equipment Rental	54.44	
Electricity	123.86	
Land Appraisal	55.00	
Tees	36.83	
Starter - 1st Tee	1,050.00	
	$29,065.91	
Balance Revert Back to "Mt. Hood Memorial Park Receipts"	$ 2,834.09	

Golf Tees

Appropriation Transfer from "Mt. Hood Memorial Park Receipts"		$ 4,500.00
Expenditures:		
Sod Cutter	$ 554.43	
Lumber	709.56	
Hardware	3.54	
Advertising	6.62	
Sand, Loam	583.76	
Payrolls	1,491.47	
	$ 3,349.38	
Balance to 1962	$ 1,150.62	

Holiday-Labor Vacations

Appropriations		$ 4,000.00
Expenditures:		
Payrolls	$ 4,000.00	

Improvement to Gooch Playground

Balance from 1960		$ 2,464.00
Expenditures:		
Bid Contract	$ 2,464.00	

New Equipment

Appropriation		$ 4,500.00
Expenditures:		
"Ad" - Bids	$ 6.95	
Dodge Truck - replacement	1,716.10	
Ford Sedan - replacement	1,822.00	
	$ 3,545.05	
Unexpended Balance	$ 954.95	

Operation Recreation Building

Appropriation Transfer from "Mt. Hood Memorial Park Receipts"		$ 9,525.00
Expenditures:		
Salaries and Wages	$ 5,432.97	
Fuel Oil and Services	815.03	
Janitor and Building Supplies	262.05	
Water and Service	81.60	
Electricity	244.10	
Repairs	38.44	
Mats - Men's Locker Room	63.70	
Replace Counter Top	230.00	
	$ 7,167.89	
Balance Revert Back to "Mt. Hood Memorial Park Receipts"	$ 2,357.11	

Out-of-State Travel

Appropriation		$ 150.00
Unexpended Balance	$ 150.00	

Ski Tow - Maintenance and Operation

Appropriation Transfer from "Mt. Hood Memorial Park Receipts"		$ 2,050.00
Expenditures:		
Salaries and Wages	$ 1,136.44	
Supplies and Repairs	169.63	
	$ 1,306.07	
Balance Revert Back to "Mt. Hood Memorial Park Receipts"	$ 743.93	

Tar Roads and Walks - Mount Hood Park

Appropriation		$ 1,000.00
Balance from 1960		695.85
		$ 1,695.85
Expenditures:	$ 45.00	
Balance to 1962	$ 1,650.85	

Mr. Harold W. Poole, Chairman
and Members of the Melrose
Board of Park Commissioners

Gentlemen:

I hereby submit to the Park Commission my Annual Report for the year 1961.

- 1961 ANNUAL REPORT -

From year to year the Recreation Director has endeavored to extend the tax-supported program of recreational activities to meet the needs of groups deserving recognition and two significant new developments were made during the year.

Need of providing an area where senior citizens could gather on fair summer days for passive recreation was recognized and the space between the shores of Ell Pond and the former bath-house was selected for development. Park Department employees groomed the area; the Public Works Department built a structure for shade, a fireplace and two courts for horseshoe pitching. The Kiwanis Club co-operated by providing funds for a shuffle-board court and the Rotary Club furnished three picnic tables.

While the area did not prove as popular as it promised to be, many senior citizens found much relaxation and enjoyment there and with efforts being made to organize a city-wide group of them there should be much greater use of the facilities next summer. Incidentally, they were used by several organizations for cook-outs and picnics.

Another new development was a program for retarded children carried on in co-operation with the Town of Stoneham. Five days per week during the summer six children were transported to and from Stoneham for a five hour period of recreation supervised by experts in the care and training of these youngsters so deserving of attention. The enrollment of children for this program in 1962 is expected to double.The State reimburses Melrose for 50 per cent of the money the city spends on its share of the cost of operating this program.

A great asset to the department would be the establishment of a community recreation center and study of such a project by city officials is respectfully recommended.

Melrose is now transporting an average of more than 400 children per day to the M.D.C. Stoneham swimming pool during the summer months where they are subjected to overcrowded conditions and long-waiting lines. In view of this situation, thoughtful study of provisions for swimming facilities within the city limits is also respectfully recommended.

I would like to express my sincere appreciation to His Honor Mayor Lloyd, the Honorable Aldermen, members of the Park Commission, Public Service Departments, Rotary and Kiwanis Clubs, and the many interested citizens who gave their time and effort in the promotion of recreation.

Respectfully submitted,

Elbert P. Fletcher

Director of Recreation

- RECREATION ACTIVITIES AND EVENTS FOR 1961 -

1. Boys' Inter-Church Basketball League.
2. Girls' Inter-Church Basketball League.
3. Boys' Pee Wee and Bantam Ice Hockey League.
4. Melrose Hickory Hawk's ski classes.
5. Adult indoor archery classes.
6. Junior indoor archery classes.
7. Summer playground season --male and female instructor on six playgrounds, female on one area. These playground supervisors are qualified to teach most active and passive games; provide interesting daily programs for all age children. More equipment is being provided to give your youngster a wider variety in his choice of recreation.
8. Indoor Ice Skating program, Hallowe'en and Christmas party.
9. Melrose Community Players.
10. Tennis program of instruction.
11. Summer daily handcraft program at Coolidge School.
12. Operation of buses to and from M.D.C.Pool in Stoneham
13. Men's Municipal Softball League.
14. Adult and Junior outdoor archery program.
15. Pee Wee and Bantam contact football.
16. July 4 and Halloween observance.
17. Doll carriage, bicycle, and costume parade.
18. Pet show.
19. Junior Stamp Club.
20. Women's Bowling League.
21. Stagemobile (Staged by Boston Children's Theater)
22. Senior Citizen's Club of Melrose.
23. Program for retarded children.

- STUDY OF PLAYGROUND ATTENDANCE -

PLAYGROUND	TOTAL ATTENDANCE	DAILY AVERAGE
Common	11,736	270.9
Conant	5,981	142.4
Hesseltine	5,096	121.3
Gooch	4,680	111.5
Messengers	4,473	106.5
Lebanon	3,778	89.9
Lincoln	3,736	88.9

- COMPARATIVE DAILY AVERAGES -

PLAYGROUND	1959	1960	1961
Common	205.8	230.7	270.9
Conant	113.1	82.5	142.4
Hesseltine	96.6	130.7	121.3
Gooch	-----	93.2	111.5
Messengers	103.6	100.2	106.5
Lebanon	72.0	75.8	89.9
Lincoln	113.8	106.8	88.9

- HANDCRAFT SHOP ATTENDANCE -

1959	Daily Average	59.3
1960	"	52.0
1961	"	58.4

- BUSES TO M.D.C. POOL 1961 -

Daily Average - 450 for forty-five days

- FINANCIAL STATEMENT 1961 -

SALARIES & WAGES

Appropriated		$7,462.70
Expenditures	$7277.25	
Balance	185.45	

OTHER EXPENSE

Appropriated		$4,100.00
Expenditures	$4005.01	
Balance	54.99	

CELEBRATIONS

Appropriated		$ 650.00
Expenditures	$ 641.20	
Balance	8.80	

BUSES TO SWIMMING POOL

Appropriated		$1,800.00
Expenditures	$1470.00	
Balance	330.00	

DIRECTOR'S OUT OF STATE TRAVEL

Appropriated		$ 150.00
Expenditures	NONE	
Balance	$150.00	

RETARDED CHILDREN'S PROGRAM

Appropriated		$ 400.00
Expenditures	$ 265.84	
Balance	134.16	

REPORT OF PERSONNEL BOARD

To His Honor the Mayor and the
Honorable Board of Aldermen
City of Melrose, Massachusetts

Gentlemen:

The Annual Report of the Personnel Board is hereby respectfully submitted in compliance with the provisions of Chapter 3, Section 39 of the Revised Ordinances.

The year 1961 was the tenth complete year for the Board in its administration of the Salary Administration Plan. Nicholas P. Flynn and Alden M. Perkins were reelected as Chairman and Clerk respectively at the annual June Meeting. Other members of the Board are Albert A. Vogt, Jr., Kenneth I. Faulkner and Paul A. Peters.

During the year, eighty-five Decisions were made by the Board which included recommendations for six months and anniversary step increases, promotions, reclassifications, hiring rate above minimum step, credits for regularly appointed patrolmen, change of title, approval of military substitute personnel, new positions to Plan, conversion of part-time to full-time position and abolition of job from Plan. A recommendation for a 4% across-the-board increase for all employees under the Plan was not favored by the Board of Aldermen. An amendment to the vacation schedule granted employees three weeks' vacation after 12 years service and four weeks after 20 years service. As requested by the Appropriations Committee of the Board of Aldermen, the Welfare Department employees were removed from numbered Groups in the Salary Plan and placed in the General Group so that they may be paid in accordance with the salary schedule of the State Welfare Compensation Plan. All recommendations requiring amendments to the Salary Plan were submitted to the Board of Aldermen for ratification.

Surveys of the salaries paid by other cities and towns were made during the year. As usual, the Board received the annual "bench mark" job survey made by the Massachusetts Municipal Personnel Boards Association (of which Melrose Personnel is a member). This survey represents 275 Massachusetts communities who submitted information on 14 "bench mark" jobs - Junior Clerk & Typist, Senior Clerk & Typist, Unskilled Laborer, Truck and/or Light Equipment Operator, Heavy Equipment Operator, Motor Equipment Operator, Tree Climber, Foreman, Patrolman, Firefighter, Chief of Police, Chief of Fire, Accountant (or Auditor) and Librarian.

The Governor's Conference was held at the University of Massachusetts in June and was attended by Mr. Vogt.

Since the Salary Plan has been in effect, 1951, 897 Decisions have been made by the Board.

With the presentation of this Report, the Board members wish to express their appreciation to the Mayor, Board of Aldermen, Department Heads, City employees and the School Committee for their cooperation during the past year.

Respectfully submitted,

Nicholas P. Flynn

REPORT OF PINE BANKS PARK

To His Honor, the Mayor and the
Honorable Board of Aldermen
City of Melrose, Massachusetts

Gentlemen:

As Superintendent of Pine Banks Park I herewith submit the following report for the year of 1961.

Pine Banks Park was visted and ulitizied again this year by many persons both local and visitors. Again this year the demand for fire-places and picnic areas far out-numbered the areas available. On all week-ends and holidays from the first of May until the end of October these areas are in use from 10:00 A.M. until sunset. Each party is allowed only two hours at a fire-place and even then many of the parties could not be accomanadated. With the many additional people using the Park the parking of cars creats a major problem. There is little space for parking in the general area of the picnic and playground areas.

Again this year the Park suffered a great amount of vandalism. Equipment at the playground has been broken and lights at the soft-ball field have been stone. Many of the animal cages have been cut and the animals were turned loose. The racoons and rabbits all were let out and none have been recovered. The deer pen and the peacocks cage were cut but the Superintendent and the Park employees were able to capture them and return them to their cages.

The Main Avenue flower beds were full of very colorful and beautiful flowers that were grown from seed in the Park greenhouse and transplanted by the Park employees. These beds were in bloom all during the summer, making an attractive entrance to the Park.

The roads from the Main Avenue up around the playground, zoo, top of the Hill at the green-house, monkey-house, tool houses, garages and the road in back of the pond all were resurfaced, rolled, oiled and sanded thus partially solving the problem of the very rutted roads.

In December the Massachusetts National Guard held an exhibition day at the ball-grounds. The National Guard paraded over to the Park and had special drills and marching for the public. Included in the invited guests were the Governor and the Mayors of Malden and Melrose. During the year the National Guard of both cities had many practice drills at the Park.

The lighted soft-ball fields and the base-ball fields were in use every evening from May until the end of September. Little Leagues from both Malden and Melrose used the fields for their games. The High School teams of both cities for Junior Varsity Base-ball, Girls' Hockey, and out-doo-track held their practice and home games at the ball grounds.

The Boy Scouts of both cities used the Park for their jamborees and for over night camping trips. The Camp-fire Girls and the Blue Birds of Melrose had their annual Arbor Day exercises at the Park. Both YMCA used the Park for their Day Camps.

At Christmas time the Park was ablaze with lights and the Christmas decorations. Santa Claus again this year was the main attraction for the young folks. Santa was able to give each child a lolly-pop which were donated by the following merchants of Malden and Melrose: Ruderman Furniture, Davenport Pharmacy, Malden Trust Company, F & P Clothing Store, Middlesex Furnance Company and Tancreti Pharmacy of Woburn. The Trustees of the Park and its Superintendent wish to thank all these people for making the Christmas season such a success.

At this time I wish to thank my Trustees, my employees, the Malden and Melrose Police and Fire departments, all departments in both cities especially the Malden Auxiliary Police for all the help they gave to the Park in the past year; making it possible for Pine Banks Park to be a favorite recreational center for all to enjoy.

Respectfully submitted,

George F. Cray

George F. Cray
Superintendent

PINE BANKS PARK

FINANCIAL STATEMENT

Appropriations		
City of Malden		
Salaries	$12,831.00	
Sundry Expenses	4,675.00	
		$17,506.00
City of Melrose		
Salaries	$12,831.06	
Sundry Expenses	3,425.00	
Hot Water Tank	250.00	
Road Construction	1,000.00	
		$17,506.06
Total Appropriations for both Cities		$35,012.06
Expenditures		
City of Malden		
Salaries	$12,591.29	
Sundry Expenses	4,558.33	
		$17,149.62
City of Melrose		
Salaries	$12,365.13	
Sundry Expenses	3,323.75	
Hot Water Tank	239.98	
Road Construction	994.10	
		$16,922.96
Total Expenditures of both Cities		$34,072.58
Unexpended Balances		
City of Malden	$ 356.38	
City of Melrose	583.10	$ 939.48
Total Expenditures and Balances		$35,012.06

Dana F. Batting

Dana F. Batting, Treasurer
Board of Trustees, Pine Banks Park

REPORT OF PLANNING BOARD

To His Honor the Mayor and
Honorable Board of Aldermen
City of Melrose, Massachusetts

Gentlemen:

The Board has held Monthly Meetings and many Special Sessions throughout the year with department heads, school officials and organizations of the City relative to zoning ordinances,traffic circulation,parking problems,etc. to be considered in the Summary Report of the Comprehensive plan. This report contains an appraisal of what the city has now and its immediate and future needs. It recommends establishing a Capital Improvements Program and certain necessary changes in existing city ordinances.

Meetings have been held during the year with the Melrose-Wakefield Hospital Building Committee, the Executive Secretary of the YMCA, Police Captain, Fire Chief and Superintendent of Public Works Department in order to discuss traffic circulation and parking facilities. Also with the Superintendent of Schools regarding a pre-school census and Master Plan recommendations as they affect the school population and the anticipated enrollment in the coming years.

A meeting was held with the Board of Appeal in March to discuss the present zoning pattern due to the affect of granting appeals and how a more effective enforcement might be established for the future planning of the City.

A meeting was held in April with members of the Board of Aldermen to present the various phases relative to the preparation of the Master Plan, in particular its affect on zoning ordinances and capital improvements. The Board held a Public Hearing in August followed by a recommendation to the Board of Aldermen for an amendment to change the present zoning ordinance relative to minimum area requirements,frontage and depth of lots in Resident Districts A and A I and adding certain zoning ordinances regulating the Floor Area Ratio and Usable Open Space.

The Board has conferred with the Melrose Redevelopment Authority from time to time as to the progress of the Main Street Urban Renewal Project.

The Martin Street Extension subdivision has been completed and work is going forward on two other subdivisions, Philip Circle and Woodcrest Drive East. The Board disapproved a subdivision plan in the Slayton Road area as it did not meet with the requirements of the Board of Health.

The Board endorsed 38 Plans Believed Not To Require Planning Board Approval, many of these plans creating new building lots.

Informal discussions have taken place with owners of property seeking information regarding rules and regulations and advice relative to subdivisions of land that they are considering developing.

On March 27,1961 the following officers were elected -Robert S. Clark,Chairman; John H. Lane, Vice Chairman; and Claude L. Hanley, Clerk.

In March, Donald L. Conn was appointed by the Mayor to serve as a member of the Board. The Board received with regrets the resignation of Daniel F. Tully, due to personal business obligations. Other members of the Board are: Mrs. Merion E. Hartzell, Paul H. Messer, George W. Newhall, Robert A. Pustell and Anna T. Wuest.

John E. Buddington,a member of the Board for several years did not accept reappointment when his term expired. His advice and legal counsel was very valuable and much appreciated.

The Planning Board members appreciate the cooperation of the Mayor,City officials, Department heads, and School officials who have helped the members perform their duties more effectively throughout the year.

Respectfully submitted,

Robert S. Clark

Robert S. Clark, Chairman
Melrose Planning Board

January 10, 1962

To, His Honor, The Mayor and
The Honorable Board of Aldermen,
City of Melrose, Massachusetts.

Gentlemen:

In accordance with Section 2-39 of Chapter 2 of the Revised Ordinances, I respectfully submit the Annual Report of the Melrose Police Department for the Year ending December 31, 1961.

Number of Duty Calls	67,636
Number of Telephone Calls	5,119
Number of Radio Calls	2,207
Number of Ambulance Calls	906

ARRESTS FOR THE YEAR 1961

Offenses against the person:		
Assault and Battery	14 Males	0 Females
Assault,Dangerous weapon	1 Male	0 Females
Assault, Indecent	1 Male	0 Females
Rape	1 Male	0 Females
	17 Males	0 Females
Offenses against the property:		
Breaking and entering and larceny	4 Males	0 Females
Larceny	12 Males	7 Females
Using motor vehicle without authority	3 Males	0 Females
Receiving stolen property	0 Males	1 Female
Damage to property	1 Male	0 Females
	20 Males	8 Females
Offenses against public order:		
Drunkenness	27 Males	0 Females
Traffic violations	164 Males	29 Females
Motor Vehicle violations	51 Males	5 Females
Operating motor vehicle under the influence	7 Males	0 Females
Insane	2 Males	3 Females
Non-support	7 Males	0 Females
Violation of Probation	5 Males	0 Females
Indecent Exposure	2 Males	0 Females
City Ordinance Violation	7 Males	0 Females
Violation of Parole	0 Males	2 Females
Lewdness	1 Male	0 Females
Neglected Child	1 Male	1 Female
Evading Fare	2 Males	0 Females
Default Warrant	0 Males	1 Female
Stubborn Child	1 Male	2 Females

Annual Report - Melrose Police Department

Escaped Prisoner	2 Males	0 Females
Illegitimacy	2 Males	0 Females
Disorderly conduct	3 Males	0 Females
Runaway Child	0 Males	1 Female
Neglect of minor children	1 Male	0 Females
Truancy	0 Males	2 Females
	285 Males	46 Females

Arrests on Warrants	42
Arrest without Warrants	370
	412
Males	358
Females	54
Minors	22
Delinquents	11
Residents	254
Non-residents	158
Insane Males	3
Insane Females	3
In Court	237
Number of Cases	579
Assisted in arrests	48
Accidents reported	524
Ambulance cases	906
Automobiles stopped and warned	174
Automobiles tagged	3631
Banks inspected	4078
Buildings found open	156
Cases investigated	2843
Dead Bodies	3
Defective streets and sidewalks	3
Defective wires	2
Disturbances suppressed	1
Dogs killed	2
Fire alarms attended	176
Fire alarms given	15
Fires extinguished without alarm	2
Lanterns hung in dangerous places	2
Letters delivered	1371
Lost children restored	34
Notices served	2
Sick and injured persons assisted	231
Street lights reported out	134
Street obstructions reported or removed	9
Summonses served	876
Visits to libraries	142
Water leaks reported	3
Traffic duty	17,913
Special Messages	266
Extra Duty	221
Dog bites	1

Annual Report - Melrose Police Department

Dead Animals	13
Vacant Houses inspected	3,339
Autos Stolen	32
Autos Recovered	45
Amount of Property recovered in City	$ 48,197
Amount of Property stolen in City	32,688
Lost property returned to owner	51,316
Missing persons reported	4
Missing persons located	4
Gas leaks reported	1

I wish to express my appreciation and thanks to His Honor The Mayor, the Honorable Board of Aldermen and all other City Departments for their assistance and co-operation during the year in all matters pertaining to the Police Department.

I also wish to express my thanks and appreciation to the officers and men of this Department who have rendered efficient and loyal service throughout the year; as well as to commend the School Traffic Supervisors for the fine way in which they have handled the school children at the various school crossings.

I further wish to commend the Auxiliary Police and the Auxiliary Radio Unit for their co-operation and loyalty in the past year in sacrificing their time to the extent of 588 assignments totalling 1,448 man hours by 35 members of the Auxiliary attending five months training school, and in doing so assisted this Department in many assignments through-out the year.

Respectfully submitted,

Robert T. Lloyd

Robert T. Lloyd
Captain-in-Charge
Melrose Police Department

REPORT OF PROPERTY VALUATION BOARD

To His Honor, the Mayor, and the
Honorable Board of Aldermen
City of Melrose, Massachusetts

Gentlemen:

The Property Valuation Board submits, herewith, its annual report for the year 1961. The following parcels of land were disposed of during the year.

Lot No. and Location	Selling Price
Bay State Road - Lots 1A and 1B	$ 3,000.00
Cottage Street - Lots 10-11	2,000.00
Ferdinand Street - Lot 72 and pt lot 70	2,000.00
Naples Road - Lots 7-12	2,000.00
Temple Street - Lots 14-31	5,000.00
Upham Terrace - Lot 3	200.00
6 Parcels	$14,200.00

Respectfully submitted,

Francis A. Zinn — Lewis C. Kennigar

Stanley G. Bunker
Chairman

REPORT OF TRUSTEES OF PUBLIC LIBRARY

February 16, 1962

To His Honor, the Mayor, and the
Honorable Board of Aldermen
City of Melrose, Massachusetts

Gentlemen:

The Trustees of the Public Library submit their annual report for 1961.

This has been an important year in the history of the Melrose Public Library. The Trustees, the Head Librarian and members of the staff, with the cooperation of the Mayor and the Board of Aldermen, have been engaged in the preparation of plans for an addition to the Library to provide sorely needed space to meet the demands of an increasing population and expanding services to the community. Preliminary plans have been approved by the Trustees and await further action by the Mayor and Board of Aldermen.

Because of the increasing school population, the rooms used as library branches at the Ripley and Lincoln Schools were reclaimed by the School Department. Through the cooperation of Superintendent Rand, service was resumed at the Ripley School by the use of corridor space for the storage and exchange of children's books. The problem of restoring service at the Lincoln School area is being given continued study.

The Library has become a participant in two projects sponsored by the Massachusetts Division of Library Extension. First, since the Melrose Public Library is fully accredited according to the standards of the Division, the sum of $6,219.99 was allocated to Melrose as a state grant toward the support of the Library.

Second, Melrose has become a member of the Metropolitan Boston Area, a service established by the Library Division to coordinate library collections and services within the area. This plan, by providing for inter-library loans and reciprocal borrowers' privileges within the area, will greatly augment the resources of the community libraries.

Continued acquisition of art books and objects by purchase from the Gendrot bequest has enabled the Library to develop a Fine Arts Department of which Melrose may well be proud. Great credit should be given to Miss Anderson, Head Librarian, to Mrs. Perkins and Mrs. Hayes of the Board, and to the Citizens' Advisory Committee, whose good taste and judgment have made this so distinguished a collection.

Respectfully submitted,

William L. Carney

Chairman of Trustees, 1961

THE BUILDING

The recommendations for expansion of the Melrose Library, made by Mr. Ralph Nason, our library consultant, in December, 1960 were used as a basis for the preliminary drawings made by the architects in January. On February 13, a meeting was held with the Mayor, attended by Mr. Valtz, architect, Mr. Nason,consultant, Mr. Perkins and Mr. Wilder, Library Trustees, and Miss Anderson, Librarian.

Work on the drawings by the architects, Valtz & Kimberley, Inc., by the consultant, the Librarian, and the Trustees continued through March and April and part of May. Detailed preliminary drawings were accepted by the Trustees on May 11, and presented to Mayor Lloyd on May 15. The Board of Aldermen received an explanation of the plans by Mr. Valtz of the architects' firm on June 8.

The next action was the Mayor's recommendation and the Aldermen's appropriation of $21,000 for architects' fees and $11,350 for land taking adjacent to the library property. Changing of the membership in the Board of Aldermen delayed further action until 1962.

Facilities needed in our expansion program are:

A new children's room
A teen-age reading room
A doubling of shelving space for books
Adequate work space for Librarian and staff
A reference room of more than double the present seating capacity
A greatly enlarged adult reading room for current magazines, new books and the business alcove
An art department easily accessible with space for expansion
A music alcove and listening area for recordings
Expansion space for local history material and genealogies
A small meeting room for library activities - story hours, films, book talks, discussion groups, etc.
Space for microfilm and viewer
Space for possible film storage
Space for possible bookmobile service which might replace small branches in schools.

With the exception of branch replacement, the proposed plans incorporate spaces for these functions. A bookmobile is one suggestion for future service to outlying areas.

CHILDREN'S WORK: Mrs. Frances B. Hjerpe, Mrs. Elizabeth B. Smith, Co-Children's Librarians

Mrs. E. Claire Friedberg was Children's Librarian for the first five months of 1961. In June she resigned to return to her former home in Boiceville, N. Y. Mrs. Frances B. Hjerpe was placed in charge of public relations and the work in the Children's Room. Mrs. Elizabeth B. Smith was given charge of ordering and cataloging the new books,of the school deposits and of technical processes. She also is on duty in the afternoon hours for reference and advisory work with the children.

"The Budding Author's Club" for Junior High age added an unusual note to the summer reading club this year. Fifty-one boys and girls joined this club. The purpose was to stimulate creative writing. Each member was to read at least one book of the type of story he was attempting to write. The Melrose Free Press cooperated by printing in

the paper the best story, article or poem of the week. Stories were selected by judges from the Writer's Work Shop.

The Reading Tree Club had 158 members from grades 2 through 6. The children made the tree grow by adding a leaf for three books read, a blossom for five, and an apple for ten books read. A record was reached with five apples added - the girl had read fifty-one books.

State Reading Lists for each grade were checked with the library holdings and books were marked for ease in finding. A list of our lacks will aid in selecting future purchases.

National Library Week, April 17 to April 22, was celebrated with special story hours each day for children of the fourth through sixth grades, with average attendance of twenty-three. The schools cooperated by sending to the library for display hundreds of original projects, posters, compositions, poems and letters relative to the library and its place in the community and in the lives of the children.

Book Week featured a display of one hundred and eighty-two new, brightly-colored books. The tiny Children's Room was crowded with young enthusiasts reading, studying, looking, commenting and exclaiming!

Reference work grows heavier. To meet some of the demand for current information an experiment is being tried with the "Abridged Guide to Periodical Literature", especially useful with 7th and 8th graders. To the children's magazine collection have been added "Life", "Newsweek", "Saturday Review", "Scholastic Teacher", "Science News Letter", "Time", and "U. S. News and World Report". Having these tools at hand is a great time-saver. Back issues of encyclopedias are allowed to circulate when replaced by new. "The World Book" and "Book of Popular Science" are among those so replaced. Mothers wanting lists, summer camp counselors,den mothers,leaders of Camp Fire Girls and Scouts wanting plays, skits and projects use the Children's Library. Teachers, writers and students do research in our crowded quarters.

School cooperation has meant hundreds of book reports checked, book deposits of twenty sent to each second, third, fourth and fifth grades, deposits to the seventh and eighth grades at Roosevelt School, and visits of several fourth grade classes from the Beebe and Coolidge Schools. Miss Eleanor Evans, Director of Elementary Education met in the fall with Mrs. Hjerpe and Mrs. Smith, the Children's Librarians, Miss Mason and Miss Anderson, to discuss ways of closer cooperation. Through her, invitations were issued to the third and fourth grades to visit the library and learn about its use.

The Children's Librarians are members of an informal group of local children's librarians who meet bi-monthly in the libraries of the dozen various towns represented. Problems of mutual interest are considered and remedies recommended.

Statistics: (Juvenile)

	Main*	Highlands	East	Wyoming**	Ward 7**	Total
Circulation:	66,455	19,267	10,394	3,571	4,795	104,482
Borrowers:	2,187	957	898	618	252	4,912

*Includes 2,158 school deposits charged at Main Desk
16,669 school deposits at grades 2,3,4 & 5.

**January through June only. Closed after June.

CIRCULATION DEPARTMENT: Miss Rhoda M. Parmenter, Circulation Librarian

Observations by Miss Parmenter, the head of circulation, indicate that, even in the restricted quarters and facilities of the Main Library, there was an increase of over 5,000 volumes going out over the adult main desk. Over 4,000 of the increase showed in non-fiction, with about 700 in fiction. More periodicals, more biographies, and more rental books were borrowed.

We need more record albums. Because of this need for new recordings, slightly fewer were circulated in 1961, but interest in them is high. Over 2,000 albums were borrowed.

More than 1,500 new borrowers registered at the library in 1961. Of these 812 were adult, among whom were 78 non-residents who pay a slight fee, and 693 were juvenile. The net increase in the number of borrowers was 701 (690 adult and 11 juvenile). The total figure of 16,593 borrowers is reached after the annual withdrawal of unused cards that in 1961 numbered 618 adult and 186 juvenile. We have a three-year period before re-registration is required and a further period of three years before cards are actually removed for those not re-registered.

Shut-ins received 433 bundles, totaling 3,161 books, again delivered by Francis Belleau.

Through interlibrary loan we borrowed 21 books and loaned 70.

Hospital service has been reinstated with thanks due to Mrs. Kenneth Norris and Mrs. Clarence Fuller for resuming it. During 1961, 553 books were circulated to patients only. With the assistance of Mrs. John Walsh and Mrs. George H. Perry, Jr. of the Greenwood Junior Women's Club, there is now a very efficient group operating the book cart twice a week.

We gratefully list the following volunteers who are doing such a fine job:

Mrs. Joan Austin	Wakefield	Mrs. Doris Lord	Melrose
Mrs. Delta Cameron	Saugus	Mrs. Ruth Norris	Melrose
Mrs. Anora Fuller	Melrose	Mrs. Judith Perry	Melrose
Mrs. Bernice Gates	Wakefield	Mrs. Perrin Sample	Melrose
Mrs. Joane Ginn	Wakefield	Mrs. Margaret Wadland	Melrose
Mrs. Shirley Gove	Melrose	Mrs. Esther Wilder	Melrose
Mrs. Robt. Levesque	Wakefield	Mrs. Marion Walsh	Melrose

Statistics for the whole city:

Circulation:	1961	1960
Adult	158,208	156,932
Juvenile	104,482	115,315
Total	262,690	272,247

Several factors contributed to the decrease of 9,557 in comparison with the total figure of 1960. Two of our branches in schools - Lincoln and Ripley - were closed at the end of June, and there were several severe storms during the winter which curtailed library visits.

ART WORK: Mrs. Julianne L. Kelly, Art Librarian

Miss Patricia L. White, after two years of organizing and building up the work of the Art Department, left for employment in New York City in September. She furnished valuable insight into the needs of our department and worked faithfully toward realizing some of our goals.

In September, Mrs. Julianne L. Kelly succeeded Miss White. Mrs. Kelly has a contagious enthusiasm for the art work here, which enables her to utilize her major at Russell Sage.

Book Collection: Over a hundred new art books were added in 1961 to an already large, fine collection. Nearly all of these recent acquisitions were made possible through the Gendrot bequest. New titles include:

Picasso's Picassos, by David D. Duncan
Architecture in America, by Wayne Andrews
The Art of Color, by Johannes Itten
Paintings of the World's Great Galleries, by Bert Bilzer
The Norman Rockwell Album, by Norman Rockwell

Periodicals: Not only is the Art Department fortunate in having a generous number of lovely art books available to the public, but at present the library is subscribing to six art magazines. These include:

Art News
Aperture (of special interest to the camera enthusiasts)
Art in America
Arts and Activities
American Artist
Arts Magazine

Prints, Slides, and Art Objects: Continuing interest as expressed by the School Art Supervisors has encouraged the library to add 25 more prints to the collection of famous painting reproductions. Selections in 1961 have included (along with the old masters) a Braque "stained glass window",an Egyptian tomb painting, and a 16th century illuminated music manuscript.

Slides have also been added to the library's growing collection. Popular particularly at Christmastime, they provided the basis for programs which were enjoyed by the community's various women's clubs, church organizations, and schools. Regarding the latter, Mrs.Abbott B. Foster presented an interesting Christmas lecture to six classes at the High School, using over 60 slides from the library.

Still another "realm" into which the Art Department has expanded is that of art objects. The library, having previously obtained some handsome pieces of African sculpture,added in 1961 several items which were of special interest to the schools. A woven Mexican belt and an India fighter kite were purchased, as well as some Japanese Min Gei paper which was effectively used at Roosevelt School when the children were learning how to make prints.

Other Items of Interest: Mr. Ture Bengtz, Chairman of the Citizens' Advisory Committee for selection of Gendrot Fund Purchases, chose for the Art Department in his recent trip abroad several lovely Swedish books, having taken with him money which was appropriated for that purpose by the Trustees as part of the Gendrot bequest.

Three paintings belonging to the library have been cleaned,restored, reframed, and rehung during the last year. "Autumn Flowers", "The Madonna of the Roses", and a portrait of Almira Blake Fenno (later to become the wife of Felix Gendrot) can now be seen at the top of the stairs, upon entering the Art Department. Raphael's "Madonna del Gran Duca" from the Eldridge estate now hangs adjacent to these paintings.

The Art Study Group still meets twice a month in the Mary A. Livermore Room, and was entertained at Christmastime with a slide lecture planned by Mrs. Kelly. Using as her text an unusual 16th century English Bible, she chose appropriate slides from the library's collection to illustrate the well-known "Christmas Story" in art.

REFERENCE DEPARTMENT: Mrs. Audrey C. Bergmann, Reference Librarian

Continuous effort is made to increase the usefulness of our Reference Collection. Over 150 volumes were added during 1961. The current Encyclopaedia Britannica was the latest replacement among our encyclopedias.

Some of our notable additions are:

Webster's Third New International Dictionary
Nygren's Library of Literary Criticism
Encyclopedia of World Art, Volumes III and IV,
bringing this comprehensive and beautiful encyclopedia
from letter "A" through "Eschatology"
Golden Encyclopedia of Art,
a single volume with colorful illustrations
Dictionary of American Slang,
edited by Wentworth and Flexner
Occupational Outlook Handbook, 1961 edition,
published by the U. S. Department of Labor
New Horizons in Education: The Benefits of Study Abroad,
Pan-American's guide
Statesman's Yearbook for 1961-62
Literary Market Place for 1961-62
Dun and Bradstreet's Million Dollar Directory
Tax time is coming up and people are turning to our current Federal Tax Guide, the condensation from a larger set by Prentice Hall. Also Moody's Dividend Record and the Handbook of Widely Held Common Stocks are being consulted.
The Congressional Quarterly has just been acquired. This very comprehensive service will answer questions about Congress, its members, major legislation, bills acted on and the presidential messages, nominations, lobbies, investigations -- in short, anything that concerns our Federal Government.

In the Young Adult Department approximately 300 titles have been added to their recreational and informational collection of books. The use of these books speaks well for the interest in them. This is a relatively new department serving teen-age young people. It is becoming an important function in the transition from junior high school reading to the books in the larger adult collection. Constant cooperation between teacher and librarian keeps the students aware of the limitless value of books.

CATALOG WORK: Mrs. Margaret M. Lorenz, Head Cataloger

In connection with the adding of new titles and the withdrawal of old books, the card work was completed and the books were marked for 4,399 additions and 4,471 withdrawals:

In 1961	Adult	Juvenile	Total
Number of volumes at beginning of year	58,610	22,405	81,015
Number of volumes added by purchase	3,021	1,087	4,108
Number of volumes added by gift	245	46	291
Volumes withdrawn	3,107	1,364	4,471
Volumes at end of year	58,769	22,174	80,943

Continual inventory at the Main Library is carried on in both adult and juvenile departments.

Mrs. Lorenz has recently taken charge of a bulletin space in which she coordinates resources of the library with important news of the day.

The headquarters for all these activities are in an office less than 10' x 10' in which three assistants are frequently on duty. Often humorous situations result from this absurd crowding.

HIGHLANDS BRANCH: Mrs. Genieve R. Hanks, Highlands Branch Librarian

National Library Week was celebrated with special window displays; these included many effective items contributed by school children describing library facilities.

The Summer Reading Club for boys and girls was well patronized and all those who read ten or more books received special recognition.

Two fourth grade classes from the Franklin School came to the library for brief orientation talks.

Inventory of books, undertaken every three years, was begun late in the fall of 1961. The adult stock was completed in December.

The picture file has been rearranged by broad subjects. This material is very useful for seasonal and special displays which advertise the library in its big store windows. Borrowers may take pictures out on their library cards.

The Second World War books are now housed on added shelving. These are especially popular with young adults.

Statistics:

Circulation	Adult	16,640	Juvenile	19,267	Total	35,907
Borrowers	Adult	1,867	Juvenile	957	Total	2,824
Books Added	Adult	456	Juvenile	232	Total	688

BRANCH WORK IN SCHOOLS: Miss Barbara G. Mason, Supervisor

Several changes have taken place in the branch libraries in schools this past year. In June, Miss Anderson was notified by Mr. Rand, Superintendent of Schools, that due to crowded conditions in the schools it would be necessary to give up our branch libraries in the Lincoln and Ripley Schools. The rooms were to be used for a kindergarten in the Lincoln School and a health room in the Ripley School. Both branches were closed as of June 30th. By August first, the books had been removed to the basement of the Main Library and the furniture to the basement of the Highlands Branch Library.

In response to a petition from the citizens of Ward 7, sent to the Mayor and Aldermen, the Mayor called a meeting in October at the Ripley School. The Library Trustees, the Superintendent of Schools, School Committee Members, and interested citizens of Ward 7 met to discuss the possibility of resuming library service for the children in that area. As a result, Mr. Rand, and Miss Benson, Teacher in Charge at Ripley School, have arranged for the library to have some shelves of children's books in the corridor. Mr. George and the school maintenance men built the library shelves into book cases. From these book cases, the younger children will be able to borrow books after school three afternoons a week.

At East Side, Mrs. Fanny Arnold resigned at the end of July, after four years of excellent service. Her position was filled by Mrs. Evelyn Kehoe the first of September.

Statistics:

East Side: Winthrop School

Circulation	Adult	1,038	Juvenile	10,394	Total	11,432
Borrowers	Adult	511	Juvenile	898	Total	1,409

Ward 7: Ripley School - January-June

Circulation	Adult	2,145	Juvenile	4,795	Total	6,940
Borrowers	Adult	174	Juvenile	252	Total	426

Wyoming: Lincoln School - January-June

Circulation	Adult	677	Juvenile	3,571	Total	4,248
Borrowers	Adult	534	Juvenile	618	Total	1,152

PERSONNEL CHANGES

Mrs. E. Claire Friedberg, Children's Librarian from October, 1958 to June, 1961, left to return to her home town of Boiceville, New York.

The Librarian promoted two assistants in the department, Mrs. Frances B. Hjerpe and Mrs. Elizabeth B. Smith to become Co-Children's Librarians. Mrs. Hjerpe took charge of the room, its public relations and part-time assistants; Mrs. Smith took charge of the selecting, ordering and cataloging the books or technical processes with afternoon reference work.

Miss Patricia L. White, Art Librarian for two years, resigned in September to go to New York City.

Mrs. Julianne L. Kelly, a recent graduate of Russell Sage as a Fine Arts major, became Art Librarian in September.

Miss Mary Herberg, a General Assistant at the Circulation Desk, left to be married in September to Leonard Sasso.

Mrs. Fanny B. Arnold, Assistant at the Winthrop School Branch from September, 1957 through July, 1961, resigned.

Mrs. Evelyn R. Kehoe became the Assistant at Winthrop School Branch in September.

Miss Cynthia Hennigar became General Assistant in the June reorganization of the staff of the Children's Department.

STATE AID

In 1960 an act was passed providing State Aid for Free Public libraries. There are two major phases to the State Aid for Libraries legislation: 1. Direct grant-in-aid to every municipality and 2. Statewide regional public library service.

The Melrose Library Trustees made application for $6,219.99 which was the portion allotted to Melrose on the basis of population.

MEETINGS OF PROFESSIONAL ORGANIZATIONS ATTENDED BY THE LIBRARIAN

Boston Book Review Club - at the Boston Public Library.
Pioneer Library Club - at The Pioneer. This includes librarians of small libraries.
Metropolitan Boston Library Administrators -at Brookline, Braintree, Needham, Roslindale Branch of the Boston Public Library,Westwood, and Milton.
Discussions were on State Aid, inter-library cooperation in various fields-reference work, book borrowing and purchasing - salary scales, and other urgent current problems.
This group is composed of head librarians from the entire Metropolitan Boston area.
The North Shore Library Club - meetings at Peabody Institute in Salem, and at Lynn Public Library.
American Library Association - annual conference was held at Cleveland July 9 - 15.

USE OF MELROSE LIBRARY

A number of small groups have made use of the library for meetings: Writers Workshop, Art Study Class, Chamber of Commerce group, Pond feilde Club, League of Women Voters, Girl Scout leaders, Great Books Discussion group.

The Melrose Free Press has generously cooperated with the library in its publicity.

Our gratitude also goes to all who have spent time and thought on completing plans for the expansion of our library.

Respectfully submitted,

Helen Anderson

Librarian

CREDITS AND DEBITS FROM APPROPRIATIONS AND TRANSFERS

	Credits	Debits	Balance Dec. 31, 1961
Salaries and Wages	$68,600.00	$67,223.51	$1,376.49
Other Expenses	3,000.00	2,999.94	.06
Books and Periodicals	4,000.00	12,780.00	186.98
Dog Tax	2,466.98		
Transfers (Fines)	6,500.00		
Fuel and Light	1,850.00	2,266.05	83.95
Additional Appropriation	500.00		
Building and Janitor's Supplies	750.00	739.81	10.19
Rent (Highlands Branch)	1,950.00	1,918.35	31.65
Binding	2,100.00	2,094.16	5.84
New Equipment	1,000.00	941.50	58.50
Out-of-state Travel	150.00	150.00	00.00
Roof Repairs	200.00	24.62	175.38
Building Consultant's Fee	1,000.00	500.00	held 500.00 over
	$94,066.98	$91,637.94	$2,429.04

INCOME AND DISBURSEMENTS FROM TRUST FUNDS OF WHICH THE TRUSTEES OF THE PUBLIC LIBRARY HAVE THE CUSTODY

	Balance Jan. 1, 1961	Income	Disbursements	Balance Dec. 31, 1961
Sarah A. Chever Fund	$904.69	$35.37		$940.06
Stephen C. Deering Fund	579.49	22.66		602.15
Jabez Dyer Fund	1,492.03	58.37		1,550.40
Sarah E. Odlin Fund	2,180.03	85.28		2,265.31
Pond feilde Club Gift 1/5/60	48.28			48.28
Lizzie P. Smith Fund	604.04	23.62		627.66
Pierre Gendrot Fund				
Principal	41,597.28			41,597.28
Cumulated Income	2,693.75	1,812.42	1,357.65	3,148.52
	$50,099.59	2,037.72	1,357.65	50,779.66

INCOME AND DISBURSEMENTS FROM FUNDS IN THE CUSTODY OF THE CITY TREASURER

	Balance Jan. 1, 1961	Income	Disbursements	Balance Dec. 31, 1961
William E. Bailey Fund	$3,515.42	$96.88		$3,612.30
William E. Barrett Fund	90.31	2.91		93.22
Horatio N. Perkins Fund	715.16	19.38		734.54
Duplicate Fund	326.68	867.27	845.70	348.25
Fines Account	1,612.04	6,054.23	6,500.00	1,353.25
Bals. ret'd to Fines		186.98		
	$6,259.61	7,227.65	7,345.70	6,141.56

REPORT OF TRUSTEES OF PUBLIC LIBRARY

for the year ending December 31, 1961

TRUSTEES OF THE PUBLIC LIBRARY

Ernest F. Perkins, Jr., Chairman, Jan. - Mar.
William L. Carney, Chairman, Apr. - Dec.
Elizabeth C. Hayes
Edwin W. Lundquist
Elisabeth M. Perkins, Treasurer
Howard B. Wilder

THE LIBRARY STAFF

Helen Anderson, Librarian
Barbara G. Mason, Assistant Librarian
Margaret M. Lorenz, Cataloger
Rhoda M. Parmenter, Circulation Librarian
Audrey C. Bergmann, Reference Librarian
Genieve R. Hanks, Highlands Branch Librarian
Patricia L. White, Art Librarian, Jan. - Aug.
Julianne L. Kelly, Art Librarian, Sept. - Dec.
E. Claire Friedberg, Children's Librarian, Jan. - May
Frances B. Hjerpe, Co-Children's Librarian, June - Dec.
Elizabeth B. Smith, Co-Children's Librarian, June - Dec.
Melba L. Belleau, General Assistant (Desk)
Ruth B. Zarella, General Assistant (Catalog Dept.)
Helen Harmen, General Assistant (Desk and Office)
Cynthia Hennigar, General Assistant (Children's, June - Dec.)
Mary Herberg, General Assistant (Desk, Jan. - Aug.)
Elizabeth Bernice Griffin, General Assistant (Desk, Sept. - Dec.)
Fanny B. Arnold, Assistant, Winthrop School Branch, Jan. - July
Evelyn R. Kehoe, Assistant, Winthrop School Branch, Sept. - Dec.
M. Pearl Rawding, Assistant, Ripley School Branch, Jan. - July
Jean P. Sewell, Assistant, Lincoln School Branch, Jan. - July
Doris B. Pratt, Substitute, Highlands Branch
Edwin W. Allen, Building Custodian

LIBRARY STATISTICS ACCORDING TO AMERICAN LIBRARY ASSOCIATION FORM

Name of Library	Melrose Public Library
City and State	Melrose, Massachusetts
Name of Librarian	Helen Anderson
Date of Founding	1871
Population (City Listing)	30,695
Number of agencies ..... Main Library, 1 branch, 3 branches in schools	
Number of days open during the year	291
Hours open each week ..... Main Library 63 (10 months); 55 (2 months)	
Number of volumes at the beginning of the year	81,015
Number of volumes added by purchase	4,108
Number of volumes added by gift	291
Number of volumes withdrawn	4,471
Number of volumes at the end of the year	80,943
Circulation of books	262,690
Number of registered borrowers	16,593

REPORT OF BOARD OF PUBLIC WELFARE

To His Honor, the Mayor, and
the Honorable Board of Aldermen
City of Melrose, Massachusetts

Gentlemen:

The Board of Public Welfare herewith submits its report for the year ending December, 1961.

Respectfully submitted,

WILLIAM J. NEELY, CHAIRMAN
Woodbury L. Cogswell
Gertrude M. Curtin
Charles F. Kezer
Carol F. Offenbach

Mrs. Carol F. Offenbach resigned from the Board at the end of 1961 as she had been elected a member of the Melrose School Committee effective January 1,1962. Mrs. Offenbach was appointed to the Board in 1957 and her faithful attendance at meetings and well-informed interest in public welfare matters made a valuable contribution in the service of the City.

MEDICAL ASSISTANCE FOR THE AGED

The program of Medical Assistance for the Aged began in November, 1960 and the number of persons, mostly transfers from Old Age Assistance, receiving Medical Assistance at the end of 1960 was seventy-one. During 1961 there were 102 applications; seventy requests were approved, thirty were denied or withdrawn, and two were pending on December 31st. Fifty-two cases were closed during the year; twenty-seven recipients died, seven transferred to Old Age Assistance, and the remaining eighteen were no longer in need of medical assistance. Many of the applications were for help in meeting a hospital bill, but the applicant had sufficient income from Old Age and Survivors benefits, or from private pensions, or from the contributions of his children to meet his ordinary living expenses. There were ninety-four persons on Medical Assistance in December, 1961, an increase of twenty-three over last year.

OLD AGE ASSISTANCE

There were fifty applications for Old Age Assistance in 1961; forty cases were approved,eight were denied or withdrawn and two were pending at the end of the year. Forty-two cases were closed - seventeen transferred to Medical Assistance for the Aged, twelve recipients died, eight

persons entered an institution or became ineligible because of increased resources, and five cases were transferred to other cities. There were 209 cases on Old Age Assistance at the end of December, 1961.

AID TO DEPENDENT CHILDREN

The eligibility requirements for Aid to Dependent Children were liberalized early in 1961 so that families who used to be aided under the General Relief program became eligible for the Aid to Dependent Children category, which carries the requirement that a State Standard budget be used. At the same time, there will be state and federal reimbursement for some cases in which the City had been meeting the full cost of assistance. The number of ADC Applications in 1960 was ten while in 1961 the number was twenty-one. Seventeen applications were approved and the other four were denied or withdrawn. Eleven cases were closed during the year. Four mothers obtained employment, three families became self-supporting through support by the father or earnings of the children, two families moved out of Melrose, one couple was reconciled, and one recipient refused to take out a non-support warrant and withdrew from assistance. There were thirty cases, representing seventy-one children, receiving Aid to Dependent Children on December 31, 1961. The law now permits Aid to Dependent Children payments to children whose fathers are in the home but unemployed, but we have not had any eligible cases under this provision.

DISABILITY ASSISTANCE

Fifteen applications were received for Disability Assistance in 1961 and seven of these were approved, and seven denied or withdrawn. One application is pending. Eight cases were closed during the year. Two recipients were approved for payments under the Old Age and Survivors & Disability Insurance program for amounts which exceeded their Disability Assistance budget; one recipient died, and one needed only temporary hospitalization. The Disability Assistance law was amended in 1961 so that persons aged 65 years or over were no longer eligible. As a result, two receipients went on Old Age Assistance when they became 65 but two others could not meet the 3 year residence requirement for Old Age Assistance and were transferred to General Relief.

GENERAL RELIEF

The General Relief caseload fluctuates but averages eleven cases each month. There were fifty-seven cases approved -

during the year and fifty-three closed. As in other years, aid under this category is usually for a short period of time or for an emergency situation.

TRUST FUNDS

The A. C. Marie D. Currier Fund was used at the Christmas season to provide additional funds for needy families to purchase Christmas dinners. A total of $902.32 was used this year.

The sum of $1697.40 was used from the George Emerson Fund during 1961 to provide special services for a child placed with a private agency and to assist a family with extra needs during a period of illness of the wage earner.

Mary J. Melville

Mary J. Melville
Director of Public Assistance

EXPENDITURES FOR SELECTED YEARS 1945-1961

FEDERAL AND CITY FUNDS COMBINED

	1945	1950	1955	1960	1961
Administration					
Salaries and Other Expenses.	9,120.30	17,571.90	25,090.93	33,238.19	31,309.12
Out of State Travel			125.00	150.00	150.00
General Relief	19,882.95	49,988.10	32,476.05	14,946.05	15,988.66
Old Age Assistance	151,375.58	357,992.56	385,328.55	411,731.72	212,461.90
Medical Assistance for the Aged					195,044.11
Disability Assistance			33,755.02	41,774.55	47,295.21
Aid to Dependent Children	14,580.28	35,225.82	27,005.95	38,052.26	40,633.85
TOTALS:	194,959.11	460,778.38	503,781.50	539,892.77	542,882.85

WELFARE DEPARTMENT - CITY OF MELROSE

DIRECT & INDIRECT EXPENDITURES 1961

	TOTAL	OLD AGE ASSISTANCE	MEDICAL ASST. FOR THE AGED	AID TO DEP. CHILDREN	DISABILITY ASSISTANCE	GENERAL RELIEF
TOTAL PAYMENTS	515,567.23	216,604.90	195.044.11	40,633.85	47,295.71	15,988.66
(Percent)	100%	42.0%	37.8%	7.9%	9.2%	3.1%
AVERAGE NUMBER OF CASES AIDED PER MONTH	353	211	78	24	29	11
DIRECT PAYMENTS (To Clients)	257,947.87	187,532.12	5,904.80	8,437.32	20,990.04	5,083.59
INDIRECT PAYMENTS (To Vendors)	257,619.36	29,072.78	189,139.31	2,196.53	26,305.67	10,905.07
Hospitals-acute	36,723.23	7,970.74	18,919.00	503.73	6,128.96	3,200.80
Hospitals-chronic	19,895.62	450.00	14,045.32	--	5,400.30	--
Nursing Home Care	152,291.68	--	141,988.32	--	10,303.36	--
Out-Patient Care	1,122.54	541.94	212.25	81.65	219.15	67.55
Drugs & Medicines	20,287.68	8,768.96	8,765.47	377.65	2,041.10	374.50
Physicians	7,294.20	2,935.20	3,395.05	250.25	562.00	151.70
Dental Care	2,742.00	1,165.00	557.00	737.00	81.00	202.00
Eye Care	968.00	604.50	118.50	157.00	66.00	22.00
Visiting Nurses	799.50	522.00	--	--	277.50	--
Ancillary Services	3,047.58	925.14	938.40	129.25	1,026.50	28.29
Burials	742.80	143.00	200.00	--	199.80	200.00
Cities & Towns	11,202.07	5,046.30	--	--	--	6,155.77
Other	502.46	--	--	--	--	502.46

SUMMARY OF EXPENDITURES AND REIMBURSEMENTS FOR 1961

	Old Age Assistance	Medical Assistance for the Aged	Aid to Dependent Children	Disability Assistance	General Relief	Administration	Total
Total	212,461.90 (100.0%)	195,044.11 (100.0%)	40,633.85 (100.0%)	47,295.21 (100.0%)	15,988.66 (100.0%)	31,459.12 (100.0%)	542,882.85 (100.0%)
Federal	108,467.49 (51.1%)	85,151.36 (43.7%)	19,256.61 (47.4%)	18,341.45 (38.8%)		18,816.94 (59.8%)	250,033.85 (46.1%)
State	61,464.89 (28.9%)	65,221.54 (33.4%)	13,559.42 (33.4%)	20,832.83 (44.0%)	2,205.76 (13.8%)	7,600.53 (24.2%)	170,884.97 (31.4%)
Recoveries and other reimbursements	8,367.87 (3.9%)			325.09 (.7%)	984.90 (6.2%)		9,677.86 (1.8%)
Melrose	34,161.65 (16.1%)	44,671.21 (22.9%)	7,817.82 (19.2%)	7,795.84 (16.5%)	12,798.00 (80.0%)	5,041.65 (16.0%)	112,286.17 (20.7%)

REPORT OF PUBLIC WORKS DEPARTMENT

To His Honor the Mayor
and the Honorable Board of Aldermen,
Melrose 76, Massachusetts.

Gentlemen:

The Public Works Department is comprised of five main divisions, the Engineering, Highway, Sewer, Water and Mechanical Divisions.

These divisions work as one unit to provide the municipal services necessary for the operation of the city. Each division has its own specialized work to perform but because it is a part of a single unit it is often called upon to lend a hand when help is needed in another division. This type of operation has proved itself to be both effecient and economical because of its flexibility.

ENGINEERING DIVISION

This division under the supervision of Edwin H. King estimated, layed out, supervised and assessed the projects undertaken by the rest of the departments outlined in the following report, also they aided various other city departments such as the Assessors, Park, School, City Clerk and Law Departments, whenever engineering services were required.

HIGHWAY DIVISION

The Highway division, under the direction of Assistant Superintendent John B. Simonds, completed or made considerable progress on the following projects:

HIGHWAY CONSTRUCTION

B/A #	Street	From	To	Lin. Ft.
12280*	Worth St.	Swains Pond Ave.	Private Land	685
12417	Pt Mt Hood Ter.	Slayton Road	Present end	660
12459	Pt Groveland Rd.	Gould St.	Black Rock Rd.	420
12723	Pt Beacon St.	Temple St.	Southerly	200
12724	Black Rock Rd.	Gould St.	Groveland Rd.	600
12802*	Slayton Rd.	Waverly Ave.	Mt Hood Park	1700
12246 Ø	Ridgewood Lane	Upham St.	Altamont Ave.	1093

* To be completed in 1962
Ø Started in 1960, completed in 1961

CHAPTER 90 - CONSTRUCTION

Main Street Wyoming Avenue to Porter Street 3700 lin. ft.

PRIVATE WAY REPAIRS

B/A #	Street	From	To	Lin. Ft.
13125	West Hill Ter.	West Hill Ave.	Easterly	130
13385	Cottage Park	Cottage Street	End	200
13384	Beaumount St.	Ryder Avenue	End	500
13397	Cargill St.	Lebanon Street	Westerly	310
13509	Pt Oxford St.	Naples Road	Southerly	250
	Ells Avenue	Main Street		390

HIGHWAY MAINTENANCE

Street	From	To	Lin. Ft.
Cottage Street	W. Wyoming Ave.	W. Foster St.	1080
Cutter Street	Sanford Street	Baxter Street	290
Park Street	Spear Street	Lebanon Street	1270
Tappan Street	Maple Street	Baxter Street	1050
Sewall Woods Road	Lynn Fells Parkwy	Dyer Avenue	1300
Vinton Street	Orris Street	Franklin Street	740
Batchelder Street	Porter Street	Lynn Fells Pkwy.	600
Elm Street	Clifford Street	" " "	980
Charles Street	W. Emerson Street	" " "	580
Perkins Street	Lynn Fells Pkwy.	Stoneham line	1430
Sargent Street	Franklin Street	Briggs Street	1350
Linwood Avenue	Grove Street	Lynde Street	500
Sixth Street	Foster Street	First Street	240
Melrose Street	Main Street	Lynn Fells Pkwy.	200

TAR BERMS INSTALLED ON FOLLOWING STREETS

Melrose Street (both sides) Main Street to Lynn Fells Parkway

CONTINUOUS WALKS

Street	From	To	Lin. Ft. Edgestone	Walks Sq Ft	Drives Sq Ft	No of Blocks
Forest St.	#144	Naples Rd.	143.00	838 G	342 G	4
Garden St.	Franklin St.	#122 incl.	160.00	813 G	313 G	6
Brazil St.	Washington St.	Malden line (both sides)	--	9387 T	--	-

INDIVIDUAL WALKS

Location	Sq Yds Asphalt	Sq Yds Grano.	Sq Yds Gran. Drives	Edgestone Lin Ft
44 Cochrane St.	-	241	95	-
134 W. Emerson St.	-	234	329	-
51 Gould St.	39	-	-	-
69 Damon Ave.	71	-	-	-
24 Botolph St.	41	-	-	50 - 2 blocks
166-186 Lincoln St.	200	-	-	-

In addition 34 individual driveways were opened or widened with a total of 45 granite corner blocks - 75 sq yards asphalt and 1145 sq ft of granolithic.

SIDEWALK REPARIS (Granolithic)

Location	Sq Ft Walks	Sq Ft Drives
Upham Street	150.00	70.50
Glendale Avenue	-	315.00
Pearl Street	1385.00	230.40
Dell Avenue	250.00	-
Vine Street	153.00	98.00
Howard Street	415.00	-
Franklin Street	291.50	-
Cliff Street	400.00	75.00
Ashland Street	212.50	-
W. Highland Avenue	182.00	50.00
Garfield Road	450.00	25.00
Argyle Street	1550.00	92.00
Beech Avenue	448.00	-
Lake Avenue	176.00	-
E. Emerson Street	256.00	100.00
Main Street	5508.00	349.00
Lebanon Street	-	198.00
W. Foster Street	-	216.00
General sidewalk repairs	562.50	142.50
Melrose Street	650.00	-
Garfield Road	450.00	25.00

SIDEWALK REPAIRS (Asphalt)

Location	Sq.Yds. Walks & Drives	Edgestone Reset
Cottage Street	252.00	-
Farwell Avenue	387.00	-
Brazil Street	29.00	-
Black Rock Road	56.00	-
Woodland Avenue	268.00	-
Herbert Street	227.00	200.50
E. Wyoming Avenue	63.00	-
Miscl. locations	251.00	-

RUBBISH DISPOSAL

The question of rubbish disposal by burning has reached the critical stage. The city is at present involved in a suit, brought by the Town Line Motel that woulb bar any further burning in our dumping area, also the State Board of Health has issued an order which prevents any further burning in this area. The city has arranged for a temporary suspension of this order until some decision can be reached on a course of action that will be satisfactory to both parties.

Steps have been taken in the meantime to eliminate as much of the nuisance as is possible under existing condition. The burning area has been moved to the top of the hill a distance of approximately twelve hundred feet north of the old burning section, and about one hundred feet higher. This extra distance and extra altitutude has reduced the nuisance to an absolute minimum. The water line has been extended a distance of eleven hundred feet and a hydrant has been placed within two hundred feet moreor less of the new burning area. A new road has been built and surfaced from the old dump to the new area.

A request has been made for an appropriation by the Board of Aldermen for funds to be used for consultant fees. The State Board of Health will refuse to accept any plans or reports for solving this problem unless it is prepared by an expert in this field.

FORESTRY

The Forestry section of the Highway Division is a small but very effecient unit. The work of this unit includes, care of healthy trees, removal of dead or diseased trees, planting new trees, checking for Dutch Elm disease and general maintenance. Our tree loss was about average, Dutch Elm disease took its usual toll of eighty seven shade trees, and add to this thirty two miscellaneous trees destroyed by other causes. Seventy of these elm trees were removed by contract, the other forty nine were taken down by the forestry unit.

The city offset this loss by planting two hundred and six trees on new streets and one hundred and three trees on accepted streets.

Stump removal has always presented a problem. In the past we have experimented with, and had some success using the auger bits and gouges operated by the air compressor. Next year we plan to use a new type of stump cutter that is reported to be much faster and more economical.

ELL POND PARK

The work at Ell Pond Park showed considerable progress in 1961. The section east of the knoll and north of the dike, an area of about 60,000 square feet was filled, graded and loamed ready for seeding. This area is to be a practice football field. The Little League field just east of Tremont Street was regraded, loamed and made ready for seeding. The seeding contract was let late in the fall but due to wet weather the work will have to be done in the early part of 1962.

The knoll was rededicated on November 11th, 1961 to the Veterans of all wars. A tablet of natural stone was erected, the plot around it was landscaped, and a new walk and steps were installed.

The work in the Ell Pond Area was started in 1947 at the Tremont Street end of the Park. The progress has been slow but comparatively inexpensive, so that when the final project is finished the gain to the city will be well worth the time and effort spent.

We hope that 1962 will see this work completed.

METERED PARKING AREAS

The metered parking areas were maintained as usual, the lines were repainted, the lots were swept, and in the winter cleared of snow. The meters were adjusted, repaired and emptied once a week. Meter maintenance both on street meters and parking area meters requires one man on a full time basis, plus he is accompanied by a police officer on collection days.

The unmetered areas in the Highlands and in the rear of City Hall were also painted, swept and cleared of snow as a part of a constant maintenance program.

SEWER AND DRAIN DIVISION

The Sewer and Drain division under the direction of Walter Jones spent most of its time in 1961 on drainage and on sewer maintenance, though there was some sewer construction as shown in the following tables:

Sewer Maintenance

4	manholes rebuilt - north east sewer
2	private drain connections
3	private sewers relaid
152	private sewer blocks
38	private sewer blocks outside normal working hours
6	private sewer blocks dug and cleared of roots
2	sewage pumping stations maintained
6	total sewer manholes built
10	main sewer blocks
6	miles of sewers cleared
575'	total sewer laid (or .1 mile)
71.59 miles	total length of sewer in operation
7683	total sanitary house connections

An addition was added to sewer building at city yard.

SURFACE DRAIN CONSTRUCTION

Location	Lin. Ft.	Size & Type of Pipe	No. of Manholes or Catch Basins
Sycamore Rd. - drain west to Water St. via Right of Way	440	10" Corr.	1 M.H. - 4 C.B.
High School Drain	200	12" Corr.	5 C.B.
Police Station Drain	198	10" Corr.	
Fairfield Ave. Drain	77	12" Corr.	
Bratley St. Drain	200	12" Corr.	2 C.B.
Black Rock Road Drain	270	10" Concrete	2 M.H. - 4 C.B.
Groveland Road			1 C.B.
Ells Ave. Drain	210	10" Corr.	2 M.H. - 2 C.B.
Windsor Street Drain - across power co. land	80	24" Corr.	
Worth St. Drains	180	10" Corr.	2 C.B.
Leonard Rd., built two basins in low point			2 C.B.

DRAIN MAINTENANCE

Rebuilt 1 basin - Ellsworth Avenue
Woodcrest Drive - relaid 33 ft. of drain
Cover 416 sq. ft. of brook under block at Berwick St.
Structures raised under resurfacing - 125 manholes & 60 catch basins
1230 Basins cleaned

BROOKS CLEANED

Cascade
Gould Street
Greenwood Street
Bay State Road
Grove Street
Melrose Street
Burnett Street
Linden Street
Rear of Old Rubber Shop
Swains Pond Avenue

SEWER CONSTRUCTION

Location	From	To	Lin. Ft.	Size & Kind of Pipe	No. of Manholes
*Woodcrest Dr. E.	Upham Street	Northerly	400	8"	4
Prescott St.	Hancock Street	Southerly	175	8"	2

In addition the division constructed 43 private sewer and 1 street line connection.

*To be completed in 1962

WATER DIVISION

The water division of the Public Works Department is directed by Walter Olson. The following tables showing the work done by this division in 1961 emphasizes the fact that the maintenance or relay part of the water program is far greater than the extension or construction section. This is readily understanable in a city such as ours where the system is almost complete but is well over fifty years old. The increased demand for water by both home owner and business requires larger mains for greater volume and better pressure and the only way to accomplish this is by a constant relay program.

MAIN LINE CONSTRUCTION

Location	Lin. Ft.	Size & Type of Pipe	From and To
Pleasant St.	125	8" CLCI	Converse Lane to #206
Groveland Rd.	32	8" CLCI	Black Rock Rd. south to street line
Philip Circle	38	8" CLCI	Mt. Hood Ter. south to street line
Beacon Street	56	8" CLCI	#34 south to #20
Prescott Street	170	8" CLCI	Hancock St. south to #11
Worth Street	150	10" CLCI	#56 westerly
City Dump	1105	6" CI	Dump garage to burning area

MAIN LINE RELAY

Location	Lin. Ft.	Size of C.L.C.I.	Replacing with-	To
Sewall Woods Rd.	2200	8"	6" Iron & cement	#14 to Maple Road
Slayton Road	1150	8"	6" Iron	#20 to Stillman Road
Worth Street	420	10"	6" Iron	Swains Pond Ave. to #33
Garden Street	361	8"	4" Cement	Melrose St. to Franklin St.
Laurel Street	1875	8"	6" Iron	#13 to Sixth Street
Worth Street	75	10"	10" Pipe	#33 to #56

HYDRANTS REMOVED AND RESET

Location	Set
Sewall Wood Rd. opp Upland Road	6" Rensselaer
Sewall Wood Rd. opp Glen Road	6" Smith
Sewall Wood Rd. opp #49	6" Corey
Slayton Road opp #20	6" Corey
Marvin Road at bend	6" Rensselaer
Garden Street at Franklin Street	6" Corey
Blackrock Road at bend	6" Corey
Laurel Street at Gooch Street	6" Rensselaer
Laurel Street at Larrabee Street	6" Rensselaer
Laurel Street at Sixth Street	6" Rensselaer
Stevens Place - Fields Court	6" Corey
Fairmount Street opp #8	6" Rensselaer
Woodland Avenue at Clifton Park	6" Rensselaer
Berkley Street at Fairfield Avenue	6" Rensselaer
Upahm Street corner Dell Avenue	6" Rennselaer

GATES REPLACED

Location	Set
Sewall Woods Road at Upland Road	8" Kennedy - main line
Sewall Woods Rd. at Glen Road	8" Kennedy - main line
Sewall Woods Road at Dyer Avenue	8" Kennedy - main line
Slayton Road at bend	8" Kennedy - main line
Slayton Road at Mt Hood Terrace south	8" Kennedy - main line
Slayton Road at Mt Hood Terrace north	8" Kennedy - main line
Garden Street at Franklin Street	8" Kennedy - main line
Garden Street at Franklin Street	6" Kennedy - hydrant line
Laurel Street east of Gooch Street	8" Kennedy - main line
Laurel Street east of Gooch Street	8" Kennedy - main line
Laurel Street east of Larrabee Street	8" Kennedy - main line
Laurel Street at Gooch Street	6" Kennedy - hydrant line
Laurel Street at Larrabee Street	6" Kennedy - hydrant line

GENERAL SUMMARY

1676	Linear Feet - new mains laid
6081	Linear Feet - mains relaid
2265	Linear Feet - new services laid
2540	Linear Feet - services relaid
43	New services laid
91	Services in street renewed
16	Services in street repaired
42	Services in private property renewed
5	Services in private property repaired
70	Services cleaned
160	Services turned off and on various reasons
135	Emergency leaks investigated
16	Leaks in main line repaired
1752	Water services
140	Curb and gate boxes reset
4	Additional hydrants set
15	Additional gates set
581	City hydrants
7	Private hydrants
1772	Gates on mains
12	Gates repaired
13	Gates replaced
16	Hydrants removed and reset
35	Hydrants repaired
134	Hydrants flushed
34	Fire services 29 active
39	New meters set on new services
14	New meters replaced meters to be repaired
42	New meters purchased
200	Old meters repaired
16	Old meters discarded
90	Meters repaired in service
450	Special meter readings
7644	Meters in service
17	Servides abandoned

MECHANICAL DIVISION

Chief Mechanic, Burton Shaughnessy is in charge of this division and is responsible for the repair and service of all the mechanical equipment in the Public Works, Police School and Building Departments.

The age and condition of most the equipment in Public Works Department calls for major replacement program and this we hope to effect in the next five years. A start was made in 1961 to update some equipment with the purchase of a Gradall, two F-600 Ford trucks and two power saws for the forestry division.

CITY of MELROSE
MIDDLESEX COUNTY, MASS.

Location	7 miles north of Boston
Population - January 1st, 1961	30695
Number of Voters	15717
Greatest extent of City, east and west	2.85 miles
Greatest extent of City, north and south	2.44 miles
Valuation of Real Estate	$48,350.000
Valuation of Personal Property	$3,868,600
Tax Rate per thousand	$71.40
Area of City:	
Land	3,079.50 acres
Water	35.50 acres
Length of Public Streets	68.38
Length of Private Streets	8.06
Length of Water Mains	82.15
Length of Sewer Mains	71.59
Range of pressure on mains	23-96 lbs.

STREET LIGHTING	(street)	(parking)	(total)
Number of 1000 Lumen Incandescent Lights ANOH	1228	2	1241
Number of 1000 Lumen Incandescent Lights ANUG	4	0	4
Number of 2500 Lumen Incandescent Lights ANOH	65	10	65
Number of 2500 Lumen Incandescent Lights ANUG	1	0	1
Number of 3500 Lumen Mercury Vapor Lights ANOH	5	0	5
Number of 6000 Lumen Incandescent Lights ANOH	29	0	29
Number of 6000 Lumen Incandescent Lights ANUG	10	0	10
Number of 10000 Lumen Incandescent Lights ANUG	1	0	1
Number of 10000 Lumen Mercury Vapor Lights ANUG	2	0	2
Number of 11000 Lumen Mercury Vapor Lights ANOH	0	2	2
Number of 15000 Lumen Mercury Vapor Lights ANUG	22	3	25
Number of 11000 Lumen Mercury Vapor Lights ANUG	2	2	4
Number of 15000 Lumen Mercury Vapor Lights ANOH	4	10	14
Number of 21000 Lumen Mercury Vapor Lights ANUG	126	0	126
Number of 21000 Lumen Mercury Vapor Lights ANOH	0	8	8

Area of Parks:

Bowden Park	.62
Colby Park	.90
Ell Pond Park	34.41
Horace Mann Park	.60
Lebanon Street Playground	.95
Lincoln School Playground	1.60
Melrose Common	4.40
Messengers Meadow Playground	2.89
Middlesex Fells	170.00
Mount Hood	225.00
Pine Banks	81.80
Sewall Woods Park	9.00
Conant Park	4.80
Wyoming Cemetery	43.50
Gooch School Playground	.64

Elevation, Main Street at City Hall= 61 feet above mean tide.
Elevation, Franklin Square= 85 feet above mean tide.

CONCLUSION

Mr. Glen S. Weeks, retired on April 31, 1961 after loyally serving the City as Engineer and Superintendent of Public Works for twenty years. He was appointed by former Mayor, Carl Raymond and was retained in this position by the two succeeding Mayors - Thomas Thistle and Lawrence W. Lloyd.

I'm sure Mr. Weeks wishes to join me in expressing appreciation to Mayor Lloyd and the Board of Aldermen for their support, and to all other city departments for their co-operation during this year.

The Public Works Department personnel and myself wish to extend at this time, our sincere good wishes to Mr. Weeks on his retirement.

George R. Winters
Engineer and Superintendent
Public Works Department

REPORT OF BOARD OF REGISTRARS OF VOTERS

January 31, 1962

To His Honor, the Mayor, and
the Honorable Board of Aldermen,
City of Melrose, Mass.

Gentlemen:

The report of the Board of Registrars of Voters for the year 1961 is herewith submitted.

As required by law, the Registrars caused lists to be made of all persons twenty years of age and older found to be residing in Melrose on January 1, 1961. The number so listed was as follows:-

1-1	1-2	2-1	2-2	3-1	3-2	4-1	4-2	5-1	5-2
1,191	1,206	1,746	1,648	1,168	1,216	1,246	1,560	1,318	1,807

6-1	6-2	7-1	7-2	7-3	TOTAL
1,236	1,186	1,039	1,291	857	19,715

Concurrently with the annual listing a determination was made of the total population of Melrose as of January 1, 1961, as follows:-

1-1	1-2	2-2	2-2	3-1	3-2	4-1	4-2	5-1	5-2
1,872	1,946	2,726	2,462	1,779	1,909	1,738	2,454	2,040	2,676

6-1	6-2	7-1	7-2	7-3	TOTAL
1,868	1,875	1,746	2,161	1,443	30,695

Lists containing the names of all male persons twenty years of age and older found by the Registrars to be residing in Melrose on January 1, 1961, to the number indicated below, were transmitted to the Assessors, as required by law:-

1-1	1-2	2-1	2-2	3-1	3-2	4-1	4-2	5-1	5-2
539	526	807	725	524	531	509	709	596	832

6-1	6-2	7-1	7-2	7-3	TOTAL
556	541	479	617	415	8,906

Questionnaires were sent to 200 female persons and to 300 male persons for the purpose of determining their qualifications for jury service. From the replies received to these questionnaires, 116 female persons and 244 male persons, making a total of 360, were found to be qualified and their names were included in the jury list.

The names of 171 enrolled voters of the Democratic Party and of 153 enrolled voters of the Republican Party were determined by the Registrars to be those of persons qualified for service as election officers, and a list containing the names of such persons was transmitted to His Honor, the Mayor, as required by law.

Applications for registration for voting were received during regular business hours, except for the period preceding the city election when registration was required by law to cease, and at seven special evening sessions. During the year the names of 356 persons were added to the general and current annual registers of voters.

The names of 253 persons found to be no longer qualified to vote by reason of removal from the city, death or other causes were stricken from the register of voters.

The number of persons whose names were included in the current annual register of voters as of December 31, 1961, was

1-1	1-2	2-1	2-2	3-1	3-2	4-1	4-2	5-1	5-2
1,036	1,014	1,522	1,403	1,011	995	942	1,385	1,091	1,367

6-1	6-2	7-1	7-2	7-3	TOTAL
1,011	1,044	912	1,126	703	16,562

In addition, 25 residents of Melrose serving in the armed forces, or being spouses or dependents of persons so serving, were qualified, either on direct application or on application of their kindred, for voting by absent voting ballot at the city election, making the total of duly registered and qualified voters as of December 31, 1961, 16,587.

The ratio of duly registered voters to population was 53.96%

Signatures on nomination papers of candidates to be voted for at the city election were certified as being those of duly registered and qualified voters of the city of Melrose, signed in the manner prescribed by law, to the number of 4,282.

The names of signers of initiative petitions relative to the establishment of the eastern terminus of the Massachusetts Turnpike and providing for an expressway to Boston were certified as being those of duly registered and qualified voters of the city of Melrose.

The names of 136 persons filing applications for absent voting ballots for the city election, including 80 persons serving in the armed forces, or spouses or dependents of persons so serving, from whom, or in whose behalf, applications were received, were certified as being those of duly registered or qualified voters of the city of Melrose.

Following the city election a petition for a recount of the votes cast for the office of Alderman from Ward Three was filed in behalf of Clifford A. Somerville, one of the candidates for said office. The recount made by the Registrars pursuant to such petition showed that Thomas F. Sullivan, the candidate determined to have been elected according to the returns made by the election officers of the results of the votes cast for said office, had been so elected.

The total number of sessions held by the Registrars was 27.

The sum of $583.00 was received for 583 copies of the Street Lists, at $1.00 each, sold during the year.

REPORT OF BOARD OF REGISTRARS OF VOTERS

The entire community, and the Board of Registrars of Voters in particular, suffered an irreparable loss by the death of Edward J. Murphy, who passed away very suddenly on December 14, 1961. During his more than twenty years of service as a Registrar of Voters Mr. Murphy enjoyed the utmost respect and complete confidence of his associates and his fellow citizens by reason of his unremitting devotion to, and his faithful, impartial and exceptionally able performance of, his duties, which reflected his irreproachable character and his abiding dedication to the highest ideals of public service.

John F. Flynn

John F. Flynn

Paul H. Provandie

Paul H. Provandie

Raymond H. Greenlaw

Raymond H. Greenlaw

REGISTRARS OF VOTERS

REPORT OF RETIREMENT BOARD

To His Honor the Mayor and the Honorable Board of Aldermen

The Retirement Board of the City of Melrose submits herewith the report of the financial statements reflecting the condition of the System on December 31, 1961, together with the results of its operation for the year 1961 with supporting schedules.

The earnings from our investments are well above the State average. The average earned rate of interest for all retirement systems in the Commonwealth was 3.1% while the Melrose Board was able to invest their funds with average earnings of 3.75%, resulting in a savings to the city of $13,794.27.

Respectfully submitted,

Arthur W. Goddard Chairman

Robert L. Hutchinson

Walter Jones Secretary

REPORT OF RETIREMENT BOARD

Contributory Retirement System
City of Melrose

Statement of Income and Disbursements
for the year ended December 31, 1961

Amount of Ledger Assets December 31, 1960			$912,965.78
	INCOME		
From Members:			
Regular Contributions			
Group A	45,743.95		
Group B	21,817.73	67,561.68	
Voluntary additional contributions			
Group A	605.33	605.33	
Late entry payments			
Group A	1,616.83	1,616.83	
Re-deposits			
Group A	846.54	846.54	
Transfer of members' accts. from other systems			
Group A	2,791.67	2,791.67	
From Employer:			
Contributions to Pension Fd.	78,678.00		
Contributi n for expenses	2,100.00		
Workmen's comp. credit	4.50	80,782.50	
Pension reimbursements from other systems	839.43	839.42	
From governmental unit for Military Service Credit	73.80	73.80	
From interest			
-Gross interest on bonds and dividends on stocks, less $377.18 accrued int. on bonds acquired during the year	30,476.03		
-Gross interest on cooperative shares=	5,044.65		
Gross interest on deposits in trust companies and banks	581.25	36,101.93	
Accrued interest on bonds December 31, 1961		6,954.47	
Gross profit on sale or maturity of ledger assets			
Bonds per schedule 3	69.96	69.96	
Gross increase by adjustment of ledger assets			
Bonds by amortization	311.74		
Stocks per schedule 2	55,710.69	56,022.43	
Total income			254,267.06
			$ 1,167,232.84

REPORT OF RETIREMENT BOARD

		Amount Brought Forward	$1,167,232.84
	DISBURSEMENTS		
Annuity Payments:			
Regular		8,775.52	
Ordinary and Accidental Disability		1,284.82	
Additional on account of voluntary contributions		973.74	
Payments to beneficiaries of deceased annuitants under Opt. b		32.21	
Annuity payments to beneficiaries of deceased annuitants under Opt. (c) and (d)		1,104.56	
Pension Payments:			
Option (a)	16,120.94		
Option (b)	44,703.64		
Option (c)	7,075.04	67,899.62	
Survivorship Payments:			
Option (c)	436.98		
Option (d)	5,485.79	5,922.77	
Disability Pension Payments:			
Ordinary	1,258.44		
Accidental	22,294.15	23,552.59	
Pension reimbursements paid to other systems		98.66	
Refunds:			
Withdrawals from Annuity Savings Fund:			
Death: Group A	5,563.18		
All Others A	3,090.42	8,653.60	
Administration Expenses:			
Salaries	500.00		
Medical Fees	75.00		
Printing & Stationery	170.45		
Postage, telephone etc.	32.00		
Furniture & Fixtures	46.01		
Travel, Association Fees	197.80		
Investment expense, premium on bonds	67.50		
Miscellaneous	12.09	1,100.85	
Accrued interest on bonds Dec. 31, 1960		6,502.24	
Gross loss on sale or maturity of ledger assets:			
Bonds	142.40	142.40	
Gross decrease by adjustment of ledger assets:			
Bonds by amortization	352.53	352.53	
	Total Disbursements		126,396.11
	Balance		$ 1,040,836.73

BALANCE SHEET DECEMBER 31, 1961

ASSETS		
Book Value of Bonds	$672,489.01	
Stocks	213,500.50	885,989.51
Book Value of Cooperative Shares		134,000.00
Deposit in Trust Companies and banks not on interest		— 3,818.95
Deposits in trust companies and savings banks on interest		10,000.00
Accrued interest on bonds		6,954.47
Due for military service credits		73.80
		$ 1,040,836.73

LIABILITIES	
Annuity Savings Fund	$ 668,768.23
Annuity Reserve Fund	151,375.34
Special Fund for Military Service Credit	6,943.73
Pension Fund	210,837.59
Expense Fund	2,911.84
	$ 1,040,836.73

REPORT OF RETIREMENT BOARD

SCHEDULE OF MEMBERSHIP FOR 1960
ACTIVE MEMBERS

Active Membership December 31, 1960		323
Enrolled during 1960		35
	Total	358
Deduct: ceased by		
Death	4	
Withdrawl	10	
Retired for superannuation	10	
Termination	1	
	26	26
		332

INACTIVE MEMBERS

Inactive Membership, December 31, 1960	46
Retirements	10
Transfer from active membership	1
	57
Deduct:	
death including retired members	8
	49
Total active and inactive membership Dec. 31, 1961	381
Beneficiaries Dec. 31, 1960	9

SCHEDULE OF INVESTMENT EARNINGS
DURING 1961

Gross interest		$36,101.93
Plus gross increase by amortization	311.74	
Less gross decrease by amortization	352.53	40.79
Balance		36,061.14
Pluse interest due and accrued 12/31/61	6,954.47	
Less interest due and accrued 12/31/60	6,502.04	452.43
		36,513.57
Total regular interest required to maintain funds of System in accordance with law		22,719.30
		13,794.27

REPORT OF RETIREMENT BOARD

SCHEDULE OF BONDS DECEMBER 31, 1961

Governments	Percent	Due	Book Value Dec. 31, 1961
U.S. Saving - Serr. G	2½	Sept.1963	$ 6,000.00
U.S. Treasury Notes	4 3/4	May 1964	10,016.87
U.S. " "	4 3/4	May 1964	30,000.00
U.S. " Ser. K	2.76	Feb. 1967	10,000.00
U. S. " Notes	3 7/8	May 1968	8,000.00
International Bank for Rec. & Dev.	3½	Oct. 1971	9,877.44
The Twelve Federal Land Banks	3 7/8	Sept. 1972	5,970.00
International Bank for Rec.etc.	3	July 1972	9,230.63
" " " " "	4½	May 1978	9,894.92
" " " " "	4½	Jan. 1979	10,225.45
U.S. Treasury Notes	4	Oct. 1969	9,946.81
" " "	4	Ocr. 1969	9,946.81
" " "	4	Oct. 1969	7,957.45
" " "	4	Feb. 1980	29,922.75
		Total Governments	$ 166,989.13
Railroads			
Atchison,Topeka & Santa Fe	4	Oct. 1995	5,328.28
Chesapeake & Ohio	4½	Mar. 1992	5,937.62
Chicago,Burlington & Quincy	3 1/8	Aug. 1985	4,016.48
Erie Railroad, Ser. E	3¾	Oct. 1964	5,044.30
Great Northern Rwy. Ser. O	3-1/8	Jan. 2000	6,961.24
" " " "	2 5/8	Jan. 2010	6,767.47
Lexington & Eastern	5	Apr. 1965	5,182.86
Louisville & Nashville	2 7/8	Apr. 2003	4,941.25
N.Y. Central & Hudson River	3 ½	Jul 1997	14,790.02
Northern Pacific	4	Jan. 1997	9,963.01
Reading Co.	3 1/8	May 1995	5,005.46
St. Louis & San Francisco	4	Jan. 1997	7,339.53
Southern Pacific	2 7/8	Jan. 1986	5,073.97
" "	2 3/4	Jan. 1996	5,000.00
Texas & Pacific	5	June 2000	3,267.34
Virginian Rwy. Co.	3	May 1995	5,271.64
		Total Rail roads	$ 99,890.47
Utilities - Telephone			
American Tel. & Tel.	2 3/4	Apr. 1982	9,831.60
Illinois Bell Tel.	2 3/4	Jan. 1981	9,926.31
" " "	4 3/8	Mar. 1984	9,887.23
Mountain States Tel.& Tel.	2 5/8	May 1986	4,987.50
" " "	3½	Jun. 1990	9,770.63
New England Tel. & Tel.	3	Mar. 1974	5,154.52
" " " "	3¼	Dec. 1977	5,000.00
New Jersey Bell Tel.	3 1/8	Jul. 1988	5,216.52
New York Tel. Ser. D	2 3/4	Jul. 1982	9,784.68
" " " " "	4 1/8	Jul. 1993	9,616.10
Northwestern Bell Tel.	2 3/4	Jun. 1984	4,710.96
Pacific Tel. & Tel.	3¼-	Nov. 1979	4,926.52
" " "	2 7/8	Oct. 1986	5,147.87
" " "	5 1/8	Feb. 1993	10,243.73
Southern Bell Tel.	3	Jul. 1979	4,853.80
" " "	2 7/8	Jul. 1987	5,188.75
Southwestern Bell Tel.	2 3/4	Oct. 1985	9,862.23
Bell Tel. of Penna	4 3/4	May 2001	15,406.47
" " "	4 3/4	May 2001	10,270.98
		Total telephones	$ 149,786.40

REPORT OF RETIREMENT BOARD

SCHEDULE OF BONDS DECEMBER 31, 1961
(Continued)

Utilities	Percent	Due	Book Value Dec. 31, 1961
Alabama Power Co.	5	Apr. 1990	4054.40
" " "	5	Apr. 1990	10,136.01
Arkansas Power & Light	3 3/8	Apr. 1985	5060.28
Boston Edison Co.	2 3/4	Dec. 1970	4,041.11
" " "	2 3/4	Apr. 1980	5,093.77
Central Illinois Pub. Serv.	3 3/8	Oct. 1971	4,519.18
Central Maine Power Co.	2 3/4	May 1976	5,059.15
Commonwealth Edison	4 1/4	Mar. 1987	4,923.67
Cons. Edison Co. of N.Y.	2 3/4	Jun. 1972	4,919.67
" " "	3 3/8	Jan. 1984	5,185.66
Cons.Gas,Elec.Lt.& Pwr.Balt.	2 3/4	Jan. 1986	5,050.80
Consumers Power Co.-	4 3/4	Oct. 1987	6,496.11
Detroit Edison Co., Ser. K	3 3/8	Nov. 1976	5,180.85
Duquesne Light Co.	2 3/4	Feb. 1977	5,057.07
Georgia Power Co.	4 1/8	Mar. 1988	10,087.66
Houston Light & Power	4 7/8	Aug. 1989	10,100.00
Idaho Power Co.	4 3/4	Nov. 1987	10,616.37
Indianapolis Power & Light	2 7/8	Oct. 1979	5,144.01
Jersey Central Pwr. & Lt.	5	Jul. 1987	5,021.51
Metropolitan Edison Co.	4 7/8	Jun. 1987	5,181.25
Mississippi Power & Lt.	4 1/8	Apr. 1988	5,117.17
Mystic Valley Gas Co.	6	Nov. 1977	5,086.55
Northern Indiana Pub. Serv.C	3 1/8	Aug. 1973	4,056.55
N.Y. State Elec. & Gas	4 5/8	May 1991	15,302.86
Ohio Edison Co.	4½	Apr. 1989	10,025.00
Ohio Power Co.	3¼	Oct. 1968	5,069.57
Pacific Gas & Elec.	3 3/8	Dec. 1985	5,045.10
" " "	2 7/8	Dec. 1980	5,173.97
Pennsylvania Elec. Co.	4 1/8	Jun. 1983	5,024.66
Philadelphia Elec. Co.	4 5/8	Sept 1987	15,398.42
Public Service Co. of N. H.	3¼	Jan. 1973	5,202.25
Public Service Elec. & Gas	2 3/4	May 1980	5,057.66
So. Calif. Edison Co.	2 7/8	Fev. 1976	4,939.71
" " " "	3	Sept 1965	5,037.37
Union Elec. Co.	4 3/4	Sept 1990	5,080.40
West Penn. Power Co.	3⅜	Jan. 1966	5,009.27
Wisconsin Pwr. & Lt.	3¼	Aug. 1971	5,141.18
" Pub. Serv. Corp.	3⅜	Jan. 1971	9,466.86
" " " "	3¼	Jan. 1971	4,733.44
		Total Utilities	245,896.62
Industrial			
U. S. Steel Corp.	4½	Apr. 1986	9.926.39

Total Governments	$166,989.13
Railroads	99,890.47
Telephones	149,786.40
Utilities	245,896.62
Industrial	9,926.39
Total	672,489.01

REPORT OF RETIREMENT BOARD

SCHEDULE OF STOCKS -DECEMBER 31, 1961

Banks	No. of Shares	Market Value Dec. 31, 1961
Bank of America, San Francisco,Calif.	157	10,205.00
Chase Manhattan Bank, New York City	106	9,704.00
Chemical Bank - New York Trust, N.Y.C.	187	18,887.00
First National Bank, Boston, Mass.	308	29,260.00
First National City Bank of N.Y.	104	11,336.00
First Penn. Bkg. & Tr. Co., Philadelphia,	200	6,800.00
Girard Tr.-Corn Exchange "	100	7,700.00
Irving Trust Co., New York City	100	5,600.00
Middlesex Cty, Nat'l. Bank, Everett,Mass.	231	13,398.00
Morgan Guaranty Trust, New York, N.Y.	120	16,440.00
Melrose Trust Co., Melrose,Mass.	230	10,120.00
N. E. - Merchants Nat'l. Bank	360	21,900.00
National Shawmut Bank, Boston, Mass.	220	15,180.00
Newton-Waltham Bank, Newton, Mass.	75	3,562.50
Second Bank - State St. Tr. Co., Boston,	134	6,432.00
Security Trust Co., Lynn, Mass.	81	2,916.00
Insurance		
Firemans Fund Insurance Co.	125	8,000.00
Aetna Insurance Co.	100	16,000.00
		$ 213,500.50

SCHEDULE OF COOPERATIVE BANK SHARES

		No. of Shares		Book Value Dec. 31, 1961
Beverly Cooperative Bank,	Beverly Mass.	10		2,000.00
Cape Cod " "	Yarmouthport, "	50		10,000.00
Concord " "	Concord,Mass.	80		16,000.00
Hyannis " "	Hyannis, Mass.	10		2,000.00
Malden " "	Malden, Mass.	80		16,000.00
Mattapan " "	Mattapan, Mass.	20		4,000.00
Meeting House Hill "	Dorchester, Mass.	30		6,000.00
Melrose " "	Melrose, Mass.	100		20,000.00
Merchants " "	Boston, Mass.	20		4,000.00
Noddleboro " "	Middleboro,Mass.	10		2,000.00
Saugus " "	Saugus, Mass.	80		16,000.00
Stoneham " "	Stoneham, Mass.	10		2,000.00
Wakefield " "	Wakefield, Mass.	80		16,000.00
Waverly " "	Waverly, Mass.	80		16,000.00
Wellesley " "	Wellesley,Mass.	10	(matured)	2,000.00
	Total Cooperative Bank Shares			$ 134,000.00

RETIRED MEMBERS AS OF DECEMBER 31, 1961

Name	Former Position	Date Retired
Ralph Hallahan	Laborer	10/20/40
Bertha C. Lapham	Clerk	6/5/44
Fred C. Fellows	Call Fireman	4/1/46
Philip Cassell	Laborer	5/3/46
Eugene F. McCarthy	Foreman	4/3/46
George H. Cray	Superintendent	6/1/46
Paul V. DeFranco	Patrolman	5/5/47
John E. Grace	Laborer	6/30/45
Ethel M. Hewson	Secretary	10/1/48
George E. Lyons	Patrolman	9/25/48
M. Eileen Dunlay	Clerk	9/15/48
Mary E. Ayers	Librarian	9/1/49
Emily N. Osgood	Secretary	12/1/50
Elsie M. Allen	School nurse	1/1/51
Julia A. Sullivan, ben. of Julian T.Sullivan	Working Foreman	2/21/51
Chas. E. Van Riper	Senior custodian	11/27/51
Fred C. Solberg	Laborer	2/29/52
Margaret M. Welch	Sr. Clerk	5/31/52
Paul W. Watson	Firefighter	9/30/52
Clifton E. Bain	Firefighter	11/8/51
Janette K. Graham	Bookkeeper	2/6/53
Mary E. Donovan, Ben. of Edward J. Donocan	City Auditor	5/13/53
Astrid J. Abrahmson	Cafeteria helper	7/14/53
Robert B. Toomey	Firefighter	4/3/54
Harry Leary	Laborer	1/6/54
Martin J. Armstrong	Wkg. Foreman	2/27/54
William Damory	Tree Foreman	5/7/54
Wesley H. Murray	Clerk of Committees	5/31/54
James R. Findlay=	Foreman	9/17/54
Genevieve C. Walden,Ben. of Henry C. Walden	Lineman	10/1/54
Helen Coye, Ben. of Francis L. Coye	Laborer	12/26/54
George A. LeFave	Laborer	4/22/55
Frank Gilmartin	Laborer	10/31/55
Genevieve J. Creeley	Nurse	12/31/55
Ruth S. Winship	Asst. Librarian	7/31/56
Catherine Velmure, Ben. of George Velmure	Laborer	9/12/56
Annie M. McCormack, ben. of Michael J. McCormack	Laborer Laborer	6/30/56
Michael J. Murphy	Firefighter	11/30/56
Emily E. Sheridan, Ben. of Frank J. Sheridan	Laborer	1/27/57
Malcolm G. Fillmore	Building Commissioner	6/30/57
John Gilmartin	Laborer	3/31/58
John Grover	Laborer	6/27/58
Baptist Bucci	Laborer	6/30/58
Georgia M. Flagg	Secretary	8/29/58
Charles Linberg	Custodian=	10/10/56
Owen J. MacDonald	Laborer	12/31/56
John F. Cogan	Custodian	1/31/59
Henry Grubb	Custodian	1/31/59
Mary C. Thatcher	Clerk	4/30/59
William Ball	Truck Driver	8/31/59
S. Homer Buttrick	Treas.-Coll.	8/31/59
E. Maude Brown	Asst. City Clerk	9/30/59
Johanna P. M. Versteeg	Health Nurse	11/30/59

RETIRED MEMBERS AS OF DECEMBER 31, 1961)con'd.)

John J. Norkeveck	Patrolman	3/8/60
Joseph A. Bott o	Patrolman	3/15/60
A. Van Allen Thomason	City Solicitor	1/31/59
H. Nelson Rolfe	Principal Clerk	6/30/60
Henry L. Restall	Assessor	9/30/60
Herbert Leving	Laborer	10/31/60
Peter Concannon	Laborer	12/9/60
Edwin W. Allen	Janitor	12/31/60
James J. Fahey	Laborer	2/4/61
John H. Hallahan	Laborer	4/30/61
Cora B. Trickey, Ben. of Henry L. Trickey	Agent	2/23/61
Glen S. Weeks	Superintendent	4/30/61
Benjamim Mesnick	Laborer	5/6/61
Anne J. Richards	Social Worker	9/15/61
Blanche E. Nickerson	Secretary	7/31/61
Thomas J. Masterson	Laborer	9/30/61
Norman D. MacDonald	Assessor	12/31/60
Francis J. Meehan	Superintendent	12/31/61

Retired Members. deceased in 1961

Arthur J. Burke 1/9/61
Lillian B. Warren June 4, 1961
Doris T. Ussher 1/17/61

ANNUAL REPORT

of the

SCHOOL DEPARTMENT

CITY OF MELROSE

Year Ending December 31, 1961

Financial Summary - January 1, 1961 - December 31, 1961

	Requested by School Committee	Appropriated by Board of Aldermen	Plus or Minus Transfers, Credits	Net Appropriations	Expenditures	Balances
Salaries	$ 1,937,945.00	1,937,945.00	+ 3,903.00	1,941,848.00	1,934,469.28	7,378.72
Other General Expense	15,042.00	15,042.00		15,042.00	14,615.37	426.63
Textbooks and Supplies	101,088.00	101,088.00	+ 835.80	101,923.80	99,097.00	2,826.80
Plant Maint. & Operation	181,082.00	181,082.00	+ 841.00	181,923.00	181,876.39	46.61
Support of Athletics	21,808.00	21,808.00	+10,000.00	31,808.00	25,315.13	6,492.87
	2,256,965.00	2,256,965.00	15,579.80	2,272,544.80	2,255,373.17	17,171.63
Special Appropriations						
Out of State Travel	1,050.00	1,050.00		1,050.00	483.73	566.27
Adult Education	9,600.00	9,600.00	549.00	10,149.00	9,051.11	1,097.89
	10,650.00	10,650.00	549.00	11,199.00	9,534.84	1,664.16
GRAND TOTAL	$ 2,267,615.00	2,267,615.00	16,128.80	2,283,743.80	2,264,908.01	18,835.79

General Statistics

Population of Melrose, January 1, 1961		30,695
Number of different pupils enrolled, exclusive of re-enrollment, school year 1960 - 1961		6,083
Number in High School		1,613
Number in Elementary Schools		4,470
Total approved bills 1960-1961 (Support)	$	2,199,128.48
Amount expended for High School, exclusive of General Control, 1960 - 1961	$	763,736.35
Cost per pupil in High School based upon average membership 1960-1961 (1613)	$	473.48
Amount expended for Elementary Schools, exclusive of General Control, 1960 - 1961	$	1,435,392.13
Cost per pupil in Elementary Schools based upon average membership 1960 - 1961 (4470)		321.11
Amount expended for tuition (Vocational Schools)		9,138.55
Number of full-time High School teachers including Principal, January 1, 1961		86
Number of full-time Elementary School teachers including Principals, January 1, 1961		175

Cost per pupil, Average Membership, Fiscal Year 1961

	High	Elementary
General Control	$ 11,059.85	33,795.15
General Control, per pupil	6.85	7.56
Teachers' Salaries	617,913.03	1,116,065.20
Teachers' Salaries, per pupil	383.02	249.67
Textbooks	12,641.58	15,205.84
Textbooks, per pupil	7.84	3.40
Supplies	34,673.57	36,229.07
Supplies, per pupil	21.50	8.10
Operation of School Plant	58,363.02	148,528.50
Operation of School Plant, per pupil	36.17	33.22
Maintenance of Buildings and Grounds	18,559.40	60,853.70
Maintenance of Buildings and Grounds, per pupil	11.50	13.39
New Furniture and Furnishings	3,617.17	7,387.68
New Furniture and Furnishings, per pupil	2.24	1.65
Other Expense	17,937.58	8,811.54
Other Expense, per pupil	11.12	1.97

Tuition - Vocational and Evening Schools	$7,600.63
Summer School	7,769.23
Transportation	10,958.77

Showing Enrollment, Attendance, etc., for the School Year Ending June 30, 1961

1. By Schools

School	No. of different pupils enrolled exclusive of re-enrollment	No. of Boys	No. of Girls	Average Attendance	Average Membership	Percent of Attendance
High	1613	808	805	1507.41	1589.97	94.80
Beebe	262	136	126	238.24	255.46	93.24
Coolidge	862	440	422	794.48	841.66	94.39
Franklin	169	87	82	159.10	167.14	95.18
Lincoln	660	361	299	581.61	628.50	92.53
Horace Mann	429	208	221	400.32	426.73	93.81
Ripley	190	82	108	178.54	191.99	93.04
Roosevelt	579	303	276	546.70	576.02	94.98
Washington	485	270	215	433.03	461.99	93.73
Whittier	133	67	66	118.74	130.80	90.77
Winthrop	701	308	393	643.30	691.52	93.02
	6083	3070	3013	5601.47	5961.78	93.95

2. By Grades

Grade						
Post Graduate	8	8	0	5.66	6.09	92.93
Senior	370	171	199	344.08	363.58	94.63
Junior	358	183	175	330.67	349.77	94.53
Sophomore	389	195	194	369.69	390.67	94.62
Freshman	488	251	237	457.31	479.86	93.21
Special	21	13	8	21.43	22.88	93.66
Eighth	489	256	233	460.29	482.95	95.31
Seventh	470	243	227	440.17	461.30	95.41
Sixth	455	217	238	425.04	445.34	95.44
Fifth	479	244	235	447.20	469.48	95.25
Fourth	494	247	247	466.28	489.07	95.34
Third	458	228	230	427.69	451.43	94.74
Second	462	244	218	427.59	455.74	93.82
First	545	285	260	474.67	511.91	92.72
Kindergarten	597	285	312	503.70	581.71	86.58
	6083	3070	3013	5601.47	5961.78	93.95

School Year	No. of different pupils enrolled in elementary schools exclusive of re-enrollment	No. of different pupils enrolled in High School exclusive of re-enrollment	Average membership in elementary schools	Average membership in High School	Average attendance in elementary schools	Average attendance in High School	No. of graduates from High School	No. of graduates from grammar school
1941-42	2,695	1,392	2,610.29	1,365.20	2,404.33	1,290.64	332	320
1942-43	2,648	1,308	2,569.75	1,249.51	2,371.82	1,168.83	265	335
1943-44	2,546	1,249	2,474.18	1,216.49	2,295.41	1,135.55	288	311
1944-45	2,452	1,220	2,391.13	1,193.39	2,230.73	1,125.37	269	296
1945-46	2,532	1,223	2,447.29	1,175.46	2,287.43	1,106.65	261	325
1946-47	2,486	1,237	2,419.63	1,203.70	2,259.02	1,139.01	265	247
1947-48	2,485	1,159	2,419.45	1,133.40	2,265.17	1,070.04	283	257
1948-49	2,543	1,094	2,515.75	1,073.86	2,345.14	1,021.50	280	277
1949-50	2,646	1,051	2,500.00	1,037.06	2,427.84	983.04	260	294
1950-51	3,095	1,090	3,066.54	1,048.97	2,751.07	1,001.24	216	274
1951-52	3,200	1,078	3,095.24	1,047.14	2,824.01	985.65	233	271
1952-53	3,366	1,076	3,262.25	1,057.97	3,013.04	1,002.65	224	286
1953-54	3,517	1,154	3,473.74	1,147.91	3,216.28	1,089.08	263	292
1954-55	3,687	1,167	3,605.13	1,153.31	3,318.55	1,091.41	264	333
1955-56	3,859	1,236	3,765.19	1,208.45	3,518.72	1,152.52	257	352
1956-57	4,022	1,334	3,925.91	1,289.80	3,651.73	1,222.68	256	384
1957-58	4,014	1,475	3,959.19	1,414.03	3,653.56	1,343.34	273	320
1958-59	4,207	1,457	4,137.52	1,424.47	3,858.00	1,344.58	288	398
1959-60	4,360	1,575	4,272.41	1,523.47	3,995.26	1,436.54	337	427
1960-61	4,470	1,613	4,371.81	1,589.97	4,094.06	1,507.41	365	456

Showing Total Enrollment by Ages and Grades as of October 1, 1961

Age	Spec.	K	1	2	3	4	5	6	7	8	9	10	11	12	PG	Total
4 to 5 yrs.		95														95
5 to 6 yrs.		504	77													581
6 to 7 yrs.	1	9	416	89												515
7 to 8 yrs.	1		20	399	71	1										492
8 to 9 yrs.	2		2	32	361	76										473
9 to 10 yrs.				5	39	312	69									425
10 to 11 yrs.	3			1	2	51	366	70								493
11 to 12 yrs.	6					9	59	329	65							468
12 to 13 yrs.	2					1	- 7	49	307	91						457
13 to 14 yrs.	5							7	56	312	90					470
14 to 15 yrs.	1							1	8	51	388	101				550
15 to 16 yrs.	1									11	71	283	77			443
16 to 17 yrs.											12	54	252	83		401
17 to 18 yrs.	1											8	45	202	1	257
18 to 19 yrs.											1	2	7	50	4	64
19 to 20 yrs.												1	2	4		7
20 to 21 yrs.												1		2		3
21 and over																0
Total	23	608	515	526	473	450	501	456	436	465	562	450	383	341	5	6194

DENTAL REPORT OF HEALTH TEACHERS

School Year 1960-1961

Number of individual inspections	3,779
Number of group dental health classroom talks	125
Number of notifications sent	1,180
Number of home visits	373
Number of telephone consultations	1,234
Number of visits to Forsyth	24
Number of children served at Forsyth	131
Number of children served at the Local Dental Clinic	187

A twelve page annual report by the school dental health teachers may be found in the office of the Superintendent of Schools which explains in full details of the above statistics.

INFORMATION ABOUT SCHOOL BUILDINGS
Melrose, Massachusetts

Name	When Built	Valuation
Whittier	1884	$ 36,880
Warren (Administration)	1892	55,550
Franklin	1896	137,220
Lincoln	1896	365,550
Washington	1896	243,880
Coolidge	1897	609,550
Roosevelt	1924	480,770
Ripley	1924	148,000
Winthrop	1926	403,495
High	1933	1,641,300
Horace Mann	1950	515,057
Beebe	1955	383,200

Respectfully submitted,

Harold T. Rand

Harold T. Rand
Superintendent of Schools

REPORT OF SEALER OF WEIGHTS AND MEASURES

To His Honor, the Mayor, and the Honorable Board of Aldermen:

Gentlemen:

The report of the Sealer of Weights and Measures for the year 1961 follows:

	Adjusted	Sealed	Condemned
Scales	15	17	-
Gasoline Pumps	38	63	-
Oil Trucks	-	-	-
Bulk Plant Meters	-	-	-
	53	80	0
Trial Weighing and Measures Commodities sold and put up for sale		-	
Inspections: Fibre cartons, fuel meters, food in packages, peddlers and junk licenses		4	
Equipment: In quantity and value approximately		$225.00	

Cost of Department		Receipts of Department	
Salary - May to December 1961	$965.40	Sealing Fees	$75.50
Other Expenses	206.87	Licenses	11.25
	$ 1172.27		$ 86.75

Respectfully submitted,

Ralph E Laffoley

Ralph E Laffoley
Sealer

REPORT OF DEPARTMENT OF VETERANS' BENEFITS AND SERVICES

To His Honor, the Mayor
and the Honorable Board of Aldermen
Melrose, Massachusetts

Submitted herewith is the annual report of the Department of Veterans' Benefits and Services covering the calendar year of 1961. Massachusetts laws make it mandatory that financial aid be furnished to needy veterans and their dependents in a special way apart from other public aid programs and that there be made available to all veterans and their kin such advice, information and assistance as may be necessary to enable them to procure the benefits to which they may be entitled relative to employment, vocational or other opportunities, hospitalization, medical care, pensions, compensation, insurance and other benefits and must keep on hand current booklets and other printed matter pertaining to the statutory rights and privileges of war veterans provided by Federal and State laws. This report deals with the services provided and the financial aid disbursed to needy veterans and their dependents.

VETERANS' SERVICES

Photostatic copies made	500
Documents Notarized	--
Permanent Recordings - Peacetime	75
Contacts made to furnish information and assistance relative to claims of veterans, their survivors and dependents and processing applications for all types of benefits	965
Visits to hospitals, homes, nursing homes	360
Letters, history entries and records	1200
Veterans Administration forms completed	300
Veterans Administration claims handled as agent for claimants	250
Liens taken (accident on the job)	2
Employment found	2
	3654

VETERANS' BENEFITS and BURIAL AID

A record relative to aid eligible veterans and their dependents follows:

Cases held over from 1960	35
New Applications and Re-Applications	25
Hospital Cases	12
Terminated by death	5
Transfer of Settlement	1
Burial Aid	0

Applications and Re-Applications (need not shown)	10
Temporarily aided and suspended	13
State settled	1
Cases carried over to 1962	29

Compare expense on the following:

	1961	1960
Ordinary Benefits	16,129.43	18,773.29
Nursing Homes	6,171.70	4,483.57
Doctor	5,639.68	4,180.80
Medicine	2,209.28	1,861.90
Hospital	5,423.54	5,262.69
Dental	67.00	250.00
Fuel	1,484.90	1,672.69
Miscellaneous	477.20	256.50
	37,602.73	36,741.44

A Real Estate lien law became effective as of October 22nd, 1958, whereby an applicant of Veterans' Benefits who is a dependent mother or father of a veteran and who has an interest in real estate, of which the fair market value is more than $1500.00 shall be eligible under Chapter 115 of the General Laws, provided a lien signed and acknowledged by the Veterans' agent is taken and recorded against said property. The taking of such liens is in conformity with Chapter 487 of the Acts of 1958 which amends Chapter 115 of the General Laws by inserting a new section after Section 5. A new section entitled 5 "A" provides for the placing of a lien on real property owned by a dependent mother or father of a veteran, applying for or receiving benefits based on war service of such dependent's son or daughter. It is a condition precedent to the granting of said benefits.

Complete files of Melrose Veterans of all wars are maintained in this office and an active file is kept up to date with information received from families of those still in the Armed Forces and from news clippings from the local press.

On Veterans' Burials, the Government allows $250. toward veterans' burial expenses. The State allows $150. for veteran and $250. for a dependent of a veteran. This applies only where the veteran or dependent of a veteran is without sufficient means to defray funeral expense. Reimbursement made to the City of 50% on settled cases and 100% on State settled cases.

Reimbursement by the State for Veterans' Benefits and Burials is 11 months in arrears. The City Collector and Treasurer will receive from the State Treasurer the sum of $15,617.11 due for these months.

Close liaison is maintained with the U. S. Veterans Administration and the Departments of the Army, Navy and Air, the Selective Service Boards, the Department of Labor, other Federal agencies with which veterans come in contact and the various departments of our state government. Close liaison is also maintained with the United Spanish War Veterans, World War 1 Veterans U.S.A., Veterans of Foreign Wars, American Legion, Disabled American Veterans and other organizations of veterans, The American Gold Star Mothers and like organizations and with all groups having an active inter-

est in the welfare of veterans.

This report represents only the tangible work of the Department of Veterans' Benefits and Services, the services that can be definitely counted. The "intangibles" are the numerous queries answered in person or by telephone; advice given veterans on questions of loans, on-the-job training, educational benefits, insurance and benefits open to veterans of WW II and the Korean emergency; rehabilitation within families and rebuilding of morale.

Robert J. Mulrenan

Robert J. Mulrenan, Agent and Director
Veterans' Benefits and Services

To His Honor, the Mayor
and the Honorable Board of Aldermen
Melrose, Massachusetts

Gentlemen:

I herewith submit the following report of the Department of Veterans' Benefits and Services for year ending December 31, 1961.

General Administration
Salaries and Wages

Appropriation		
Budget	$9,401.16	
Expenditures		
Agent		$4,750.36
Clerks		4,459.65
Balance		191.15
	$9,401.16	$9,401.16

General Administration
Other Expenses

Appropriation		
Budget	$1,300.00	
Expenditures		
Bills Paid		$1,193.53
Balance		106.47
	$1,300.00	$1,300.00

Veterans' Benefits
(One-half of State Approvals to be refunded to City of Melrose)

Appropriation		
Budget	$35,000.00	
Additional Order #13837	2,800.00	
Expenditures		
Cash (Treasurer's Payroll)		$37,602.73
Balance		197.27
	$37,800.00	$37,800.00

Veterans' Burials
(One-half of State Approvals to be refunded to City of Melrose)

Appropriation		
Budget	$ 300.00	
Expenditures		
Bills Paid		---
Balance		300.00
	$ 300.00	$ 300.00

Robert J. Mulrenan

Robert J. Mulrenan, Agent and Director
Veterans' Benefits and Services

REPORT OF WIRE DEPARTMENT

To His Honor the Mayor
and the Honorable Board of Aldermen,
Melrose 76, Massachusetts.

Gentlemen:

I respectfully submit the Annual Report of the Wire Department for the year 1961.

During the year one thousand forty wire permits were issued by the department, with the following breakdown:

Six hundred and thirty eight permits were issued for inspection of new work. On new houses this included a rough inspection, a service inspection and a final inspection, made at different times. Eighty eight permits were also issued for oil burner and gas heater installations, this included oil burner replacements as new ones.

Two hundred and ninety two permits were also issued to the Suburban Electric Company to allow current to be turned on in cases of new house construction, increases of services and breakdown of services.

On the Fire Alarm System, all fire boxes, of which there are one hundred and seventy five, including street boxes, school boxes and boxes on or in business establishments, were tested every sixty days for a total of one thousand fifty tests with additional tests being made for special reasons such as being pulled for false alarms or fire.

We have installed this year, five new Gamewell boxes in various sections of the City.

New work done that benefits both Fire and Police Systems was as follows:

Three miles of weather proof wire was installed.

Fifteen hundred feet of underground cable to replace defective cable.

One hundred and forty five cross arms were renewed due to new pole locations and pole replacements by the Suburban Electric Company and the Telephone Company. Also cross arms and wire drops to fire and police boxes were renewed due to age.

In addition to the new work done the normal maintenance to the systems, such as replacement of police red lights, batteries renewed in police boxes, traffic flood lights renewed, etc., was continued through the year.

Respectfully submitted,

Ralph E. Huston

Ralph E. Huston,
Wire Inspector

To His Honor, The Mayor, and the
Honorable Board of Aldermen
City of Melrose, Massachusetts

Gentlemen:

The Workmen's Compensation Agent submits, herewith, his annual report for the year 1961.

During 1961, the State Legislature once again increased the benefits under the Workmen's Compensation Act. However, only one increase was of direct and immediate concern to us. This was the increase in the maximum weekly benefit, which went from $45.00 to $50.00 Since this increase did not go into effect until the fall, the full effect will not be felt until 1962.

This year we had no extremely expensive case such as the loss of hand accident that we had in 1960 and the man involved in that accident has now returned to full time employment in the Public Works Department.

A summary of this years cases follows:

12 cases	No expense
26 cases	Medical payments only
6 cases	Compensation and medical payments
44 cases	Total

Respectfully submitted,
Charles A. Woodman
Charles A. Woodman
Workmen's Compensation
Agent